

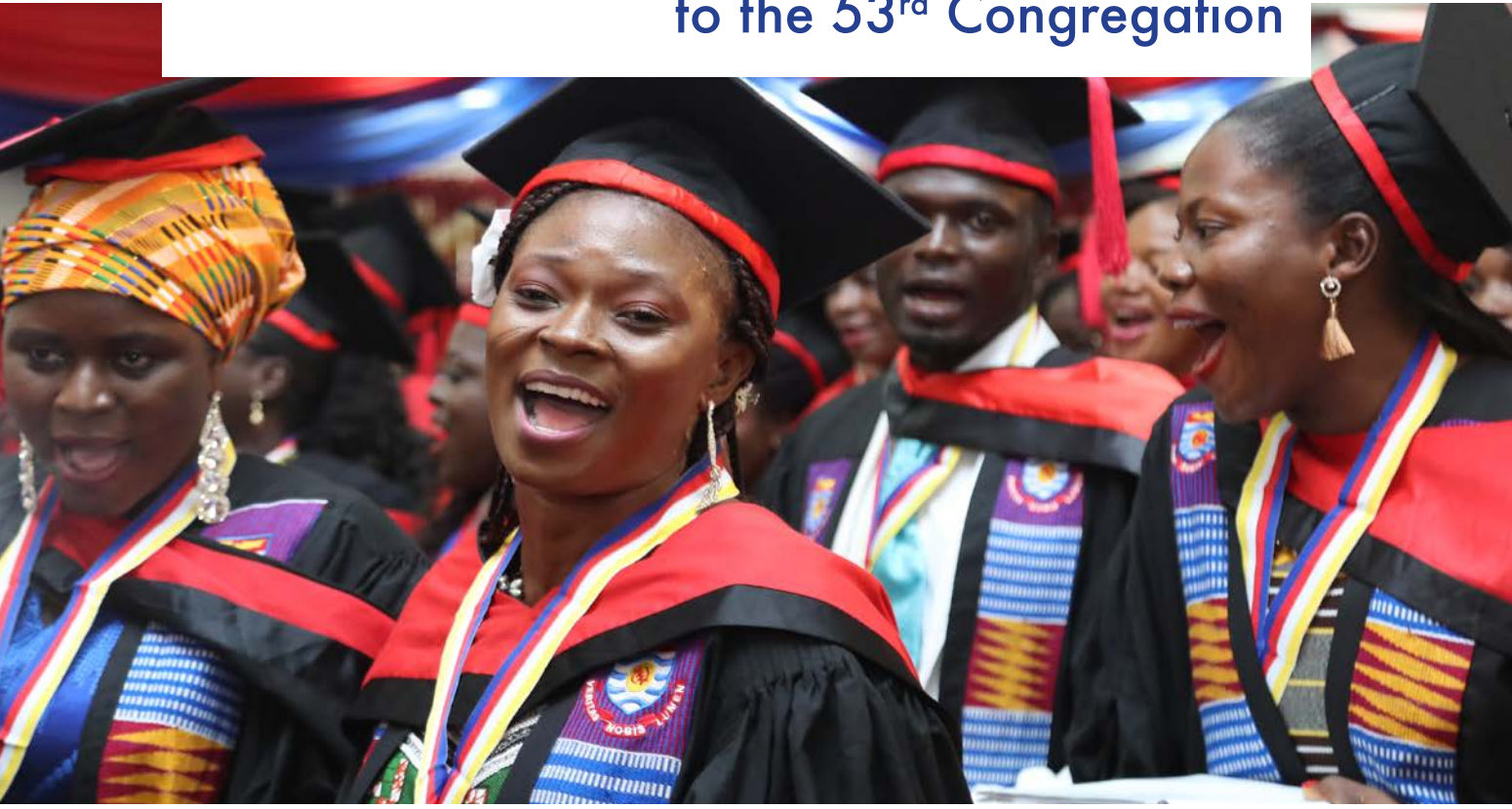


UNIVERSITY *of*
CAPE COAST

VICE-CHANCELLOR'S

Annual Report

to the 53rd Congregation

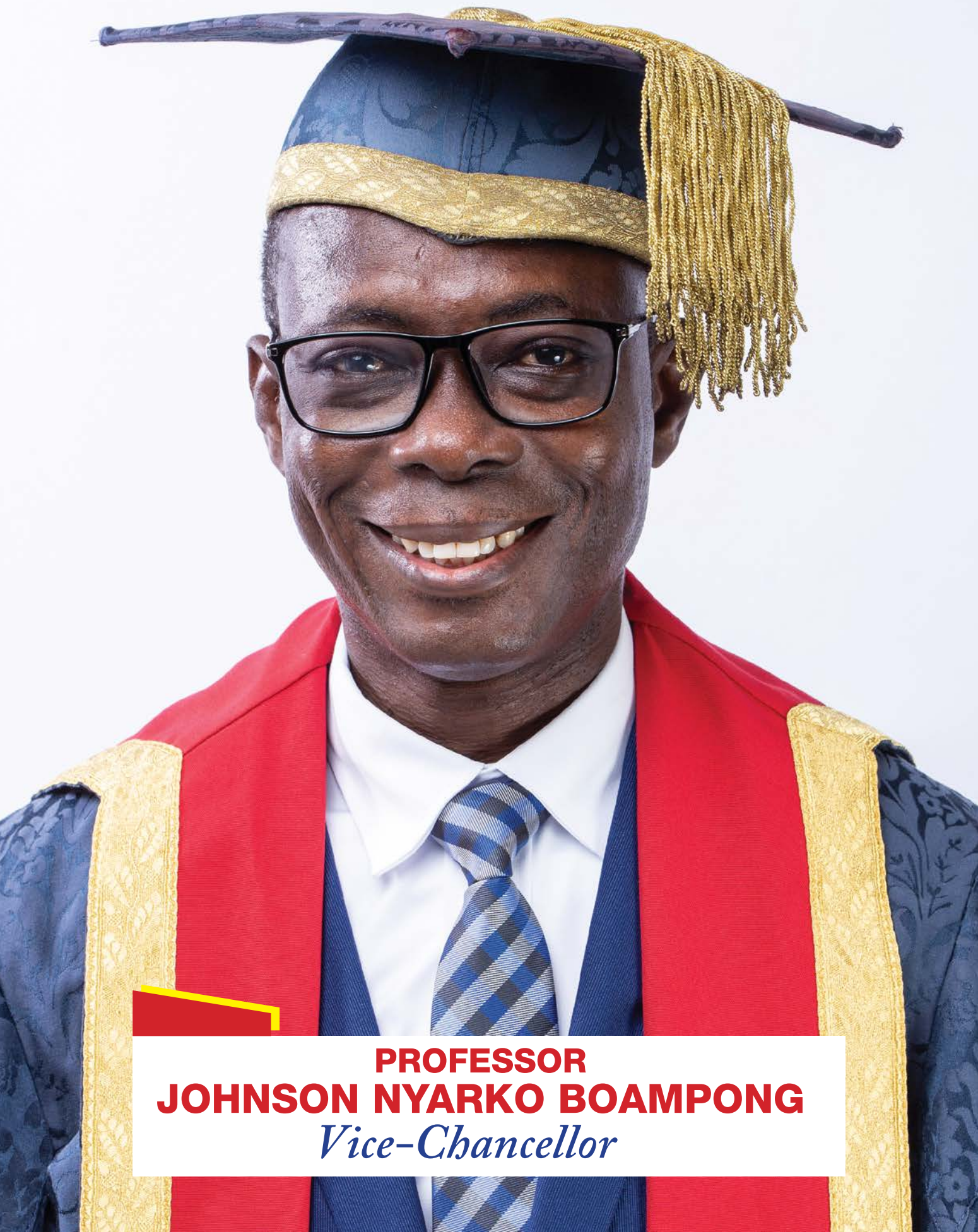


Thursday, 29th - Friday, 30th October, 2020
Cape Coast Sports Stadium



UNIVERSITY *of*
CAPE COAST

VICE-CHANCELLOR'S
Annual Report
to the 53rd Congregation



**PROFESSOR
JOHNSON NYARKO BOAMPONG**
Vice-Chancellor

FOREWORD

This report takes stock of major activities of various sectors of the University during the 2019/2020 academic year. All sectors of the University contributed immensely towards the successful completion of the academic year. This is manifested in the remarkable achievements by staff and students which have been documented in this report.

While remaining committed to its mandate, the University has over the years strived to contribute significantly towards national development and by extension the global community by producing quality graduates in almost all spheres of human endeavour. This has been made possible with the diversification of programmes to respond to national and international needs. It is therefore, very heart-warming that we are witnessing the graduation of students who have gone through the academic mill and have been refined to put the knowledge they have acquired to the benefit of society. Let me use this opportunity to congratulate all the graduating class for the 53rd Congregation and urge them to make the University proud wherever they find themselves.

For the 2019/2020 academic year, the University faithfully discharged its role of teaching, conducting research, dissemination of knowledge and embarking on extension or outreach services. Apart from discharging our role as a University, we recorded several feats which have been captured by various Colleges, Faculties/Schools, Directorates, Institutes, Departments, Directorates, Sections and Units.

As Vice-Chancellor, I have assumed office at a time when the world is still battling with the novel Corona Virus. Like most Universities, our academic calendar was disrupted and we had to even close down as directed by the President. As I stated at my investiture, I am aware of the high expectations from all stakeholders for this University to continue to make significant strides, and to attain greater heights, within the global academic landscape, even in these unusual and uncertain times.

Let me reiterate that despite the huge task ahead, I am determined to lead the process of transforming UCC into a World Class Entrepreneurial University with a global competitive edge. My vision is: "To re-position UCC as the global hub of creative thinkers, offering demand-

driven programmes, integrated with practical entrepreneurial courses and actively translating the products of its innovative research, for sustainable development”.

The collective efforts of the past leadership with the support, commitment and dedication of all academic and non-academic staff, as well as students, have contributed greatly to the enviable position that our institution occupies in the tertiary education landscape in Ghana and beyond . Therefore, I want to use this opportunity to acknowledge the contributions of past leadership of this noble University for their gallant efforts that have contributed greatly to this enviable position. I am particularly grateful to the immediate past Vice-Chancellor, Prof. Joseph Ghartey Ampiah, for his sterling leadership and handing over a peaceful University to me.

We are proud of our achievements so far and are determined to prove ourselves equal to challenges ahead. Even though, we are patting ourselves on the shoulders for the achievements made, we should work harder and not lose focus towards attaining the vision and mission of the University.

Thank you.

Prof. Johnson Nyarko Boampong
Vice-Chancellor

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OFFICE OF THE VICE-CHANCELLOR

DIRECTORATE OF ACADEMIC PLANNING AND QUALITY ASSURANCE

INTRODUCTION

The Directorate was established in 2001 as the Academic Quality Assurance Unit (AQAU) to monitor and facilitate the various processes and procedures which directly or indirectly relate to academic standards. In 2006, the Unit was upgraded to the Directorate of Academic Planning and Quality Assurance (DAPQA).

The Directorate has two sections – Academic Planning and Quality Assurance. The Academic Planning Section is responsible for co-ordinating the planning and monitoring of academic programmes while the Quality Assurance Section is responsible for monitoring both academic and administrative activities meant to ensure the continuous improvement of academic standards in the University.

VISION

To become a Directorate of excellence for the promotion and maintenance of quality standards in higher education in Ghana.

MISSION

To promote and maintain quality standards in the University of Cape Coast through effective planning, co-ordination, sensitization, monitoring and evaluation.

ACTIVITIES AND EVENTS

During the year under review, the Directorate continued to undertake its routine activities which involved the following:

- Appraising Online courses and teaching in the University.
- Surveying the state of lecture theatres at the beginning of each semester.
- Monitoring lecturing activities at the beginning of each semester.
- Surveying the state of examination centres.
- Collaborating with School of Allied Health Sciences to organise a training programme on quality assurance for Quality Assurance Officers in the School.
- Facilitating the appointment of Quality Assurance Officers.
- Participating the University-wide Open Day.

REPORTS

The Directorate produced the following technical reports:

- Survey of state of lecture theatres at the beginning of the second semester of 2019/2020 Academic Year.
- End-of-First Semester Examinations for 2019/2020 Academic Year.

OUTREACH

The Directorate submitted monitoring and evaluation instruments to the Institute of Education for the sixteen (16) Colleges of Education affiliated to the University. The major objective of the instruments is to facilitate the establishment and maintenance of functional quality structures in the Colleges.

FUTURE PLANS

- Strengthen online students' appraisal of courses and teaching.
- Collaborate with Colleges/School/Faculties/Institute/Centres/Units to strengthen the structures for effective quality management in the University.
- Establish Institutional Quality Assurance Committee to provide advice and guidance for the Directorate.
- Develop a Quality Manual for the University.

DIRECTORATE OF RESEARCH, INNOVATION AND CONSULTANCY

INTRODUCTION

The Directorate of Research, Innovation and Consultancy is mandated to oversee the research and consultancy services engaged in by individuals and groups in the University, implement the University's research agenda, and create a conducive environment for nurturing creativity and innovation.

KEY ACHIEVEMENTS

Research Output Monitor and Evaluator

The Directorate has designed the UCC Research Output Monitor and Evaluator (UCCROME) which is an electronic platform for tracking research impact of UCC faculty members, Colleges and the University in general. Based on Google Scholar database, the UCCROME will track and rank the research publications, citation counts, H-index, and i-10 index of faculty members, College and the University over a given period of time. A major advantage of UCCROME is that it trails our research output since 1960 till date. It is also diagnostic tool to identify gaps in our research portfolio and output.

Again, DRIC ensured and improved advocacy on the need for faculty to be visible on online research platforms. One of such platforms - Google Scholar - shows a remarkable increase in the number of UCC academic senior members from 171 in November 2016 to 607 in May 2020.

To authenticate the credibility of research papers and improve the visibility of the University, DRIC initiated a discussion with the Africa Regional Head of Elsevier to acquire Elsevier tools (Science Direct, Scopus and SciVal). Ultimately, this will enhance our global outlook and ranking.

UCC Research Report

The Directorate has completed the second edition of the Research Report. The report captures the research activities of faculty members for the period 2017-2019.

Organisation of Anti-Plagiarism Related Training Programmes

The Directorate successfully organised training programmes on the use and operation of the anti-plagiarism software the University has acquired.

- “Workshop on E-Resources, Anti-Plagiarism Software (turnitin) and Mendeley for First Year Post Graduate students’. Held at the Intelligence Centre, Sam Jonah Library, UCC - February 18-March 24, 2020.
- “College-Based Research Workshop on Tools in Data Analysis and interpretation & Best Practices to avoid Plagiarism”- for all post graduate students. Held at the Research Commons, Sam Jonah Library, UCC - February 3-5, 2020.
- “Plagiarism Software training”- for postgraduate students of the School of Business. Held at the College of Distance Education (CoDE), Computer Laboratory, UCC - September 11, 2019.

Capacity Building Training & Workshops

- DRIC in collaboration with Western University, Canada organised training seminar on Grantsmanship, Multi-disciplinary Research Collaboration and Academic Excellence: A Survivor’s Guide. The seminar which was held on August 14, 2019 was intended to build capacities of faculty members and postgraduate students in grantsmanship and multi-disciplinary research collaboration. The seminar was facilitated by Prof. Isaac Luginaah, an alumnus of UCC and Canada Research Chair in Health Geography at the University of Western Ontario in Canada.



Participants at the seminar on Grantsmanship, Multi-disciplinary Research Collaboration and Academic Excellence: A Survivor’s Guide

- The Directorate also organised a workshop on Open Science/Access and Research Data Management for selected faculty members and DRIC staff on August 21, 2019 at the Faculty of Arts Conference Room.

- As part of the 15th RUFORUM Annual General Meeting hosted by UCC, DRIC in collaboration with RUFORUM facilitated skills enhancement trainings in:
 - » Scientific Data Management for PhD students, Fellows and Early Career Researchers (60 participants from RUFORUM Universities, of which 40 were from UCC);
 - » Proposal development, scientific writing and presentations (all 60 participants were from UCC);
 - » Interdisciplinary skills for post-doctoral fellows and early career researchers on project management (65 participants from RUFORUM Universities);
 - » Online data search training on AGORA, AGRIS, Research4Life and Open Data (all 45 participants were from UCC); and
 - » Interactive (Mentorship) session for senior women leaders and emerging scientists by the Forum for Women Vice-Chancellors in Africa (FAWoVC).

Organisation of the 4th Research Award Ceremony

The Directorate successfully organised the Fourth Research Award Ceremony (RAG) on September 3, 2019. The RAG Ceremony provides a platform for the research awardees and grantees to share their research output and experiences with policy-makers, academics, industrialists and the general public for the purpose of national socio-economic transformation. Professor Aba Bentil Andam, Immediate Past President of the Ghana Academy of Arts and Sciences, and Prof. Joseph Ghartey Ampiah, Vice-Chancellor, UCC were the keynote speaker and Chairman, respectively.



Professor Aba Bentil Andam with the Vice-Chancellor and other members of the University Management after the 4th RAG Ceremony

The UCC Management Meeting with Principal Investigators/Coordinators of Projects/Grants The Management of UCC, under the auspices of DRIC coordinated a two-day (November 6-7, 2019) presentation session for Principal Investigators/Coordinators implementing projects/

grants that are above the threshold of Fifty Thousand United States Dollars (US\$50,000.00) or its equivalent in the University. The purpose of the meeting was for Management to acquaint itself with donor projects/grants in the University to assess the successes and challenges in the implementation of the projects. In total, the Committee received presentations from over 50 principal investigators/coordinators.

Issues on UCC Journals

The Directorate held a training workshop for UCC Journal Editors, Editorial Staff and potential Editors in September 2019. The workshop was also attended by staff of the Sam Jonah Library.

Circulation of Funding Opportunities

The Directorate also developed and circulated the first ever compendium of research funding opportunities and scholarly research online tools to provide information on freely available online search tools, journals and books to guide investigators in properly approaching existing funding sources/product development resources.

Review/Development of Policy Documents

The Directorate, during the period reviewed the Consultancy Services Policy and has also developed a Journal Management Policy. These documents are in print and would be circulated before the start of the next academic year.

FUTURE PLANS

The Directorate looks forward to:

- Suitable office space
- Adequate human and financial resources to fully execute its mandate

CENTRE FOR INTERNATIONAL EDUCATION

INTRODUCTION

The Centre for International Education (CIE), continues to perform its task in managing all matters related to linkages and collaborations between UCC and international organisations and institutions. During 2019/2020 academic year, the Centre engaged in the following activities aimed at promoting the vision of the Centre and the University as a whole.

VISION

The vision of the Centre is to position the University of Cape Coast as the globally preferred University that provides international education for staff/faculty and students.

MISSION

The mission of the Centre for International Education is to promote meaningful international experience for members of the University community through the establishment of international linkages and partnership.

INTERNATIONAL VISITS

The Centre for International Education, on behalf of the University, hosted delegations from partner institutions. Most of the delegates visited the University campus with the aim of strengthening already existing institutional ties and/or to explore avenues for establishing mutual collaboration and linkages. Some of these institutions are: University of Sussex, UK; Rhode Island University, USA; Sciences Po University, France; Washington and Lee University, USA; Coastal Carolina University, USA; St. Augustin P re Planque School, Togo; Grand Valley State University, USA; University of Limerick, USA; Cours Lumiere, Cote D'Ivoire; Elom and Kekeli, Togo; Eskisehir Osmangazi University, Turkey; University of Johannesburg, South Africa. A number of delegations from the University of Cape Coast also visited partner institutions during the same period. The aim of these visits was to strengthen existing ties with partner institutions and discuss issues of mutual benefits.



MEMORANDUM OF UNDERSTANDING

During the academic year, a number of Memorandum of Understanding (MOUs) were signed with various institutions to facilitate student, staff and faculty exchanges, joint research and information sharing. These institutions are: Washington and Lee University, USA; Njala University, Sierra Leone; Bonn-Rhein-Sieg University of Applied Sciences, Germany; University of L'aquila, Italy; Hochschule Dusseldorf University, Germany; Hochschule Dusseldorf-University of Applied Sciences, (ERASMUS+), Germany; Brandenburg University of Technology, Germany; Erasmus + Agreement (Hochschule Bonn-Rhein-Sieg), Germany; Erasmus + Agreement (Dusseldorf University of Applied Sciences), Germany; Brandenburg University of Technology Cottbus-Senftenberg, Germany; Tarlac Agricultural University, Philippines; University of Colorado, USA; Tokat Gaziosmanpasa University, Turkey; Clarion University of PA, USA and Howard University, USA

INTERNATIONAL STUDENTS

The CIE, during the 2019/2020 academic year, received exchange and occasional students from partner institutions for the semester programme in various departments. These institutions are: University of Groningen, Netherland; Grand Valley State University, USA; Baldwin Wallace University, USA; State University of New York at Oneonta, USA; Guilford College, USA; Kennesaw State University, USA and Bordeaux Management School, Senegal.



MEETINGS WITH INTERNATIONAL STUDENTS

Various meeting with all international students were organised within the academic year. The meetings discussed issues on academics, communication, socialisation, security and etc. Students were given ample time during the meetings to ask questions and share challenges they are confronted with. The Dean and the Senior Assistant Registrar addressed the concerns of the students and assured them that the University is ever ready to support them to have a conducive environment to do their academic work.

INTERNATIONAL CONFERENCES AND SYMPOSIA

The Centre attended and collaborated with other institutions to organise international conferences and symposia within the academic year. The Centre collaborated with University of Alabama, USA, Central University College, Ghana and University of Ghana to organise educational symposium. In November 2019, the Centre participated in International Higher Education Summit held in South Africa. This summit brought together international educators and encouraged networking, mobility (staff and students) and strategic partnership amongst institutions of higher education.



STUDY ABROAD FAIR

The first biannual event was organised on September 11, 2019 at the ground floor of C. A. Ackah Lecture Theatre, UCC. UCC students got the opportunity to interact with the staff of CIE, Exchange Students from partner institutions and UCC students who had returned from studying abroad. The fair educated UCC students on the programme offerings, the benefits

of studying abroad and what pertains to studying in a different University. The UCC students also shared their experience with their colleagues at the fair. In all, the turn up was great and the fair was very successful.

COVID 19 SUPPORT

During the academic year, the Centre presented shopping voucher to its international students who were still staying on campus as a result of the closure of Ghana's borders to prevent the spread of the novel coronavirus. The students numbering about twenty-six (26) were given items such as hand sanitizers, face masks, bags of sachet water, among others, to help them live comfortably on campus.



Presentation to international students

STUDENTS' FINANCIAL SUPPORT OFFICE

INTRODUCTION

The Students' Financial Support Office is an office established under the Office of the Vice-Chancellor with the aim of providing financial assistance to needy but brilliant/promising students in the University of Cape Coast. The assistance comes in various forms such as full/partial scholarship, provision of accommodation, and on-campus work-study to alleviate the financial difficulties or challenges faced by these students, and which hinder students' academic pursuit.

VISION

To be a leader in students' financial support with a world-wide acclaim with high quality and innovative service including an effective use of technology.

MISSION

The Students' Financial Support Office of UCC strives to be responsible stewards of all available internal and external support funds, with key focus on University education accessible to young Ghanaians through the elimination of financial barriers and creating supportive and friendly learning environment for needy-but-brilliant/promising students of University of Cape Coast.

CORE VALUES

- Integrity
- Fairness
- Empowerment
- Creativity
- Transparency

During the 2019/2020 academic year, the Office performed the following activities that aimed at ensuring the growth and enhancing the visibility of the Office as well as the University.

INAUGURATION OF THE STUDENTS' FINANCIAL SUPPORT COMMITTEE

During the period under review, Prof. Joseph Ghartey Ampiah, the Vice-Chancellor of the University of Cape Coast, inaugurated the Students' Financial Support Committee on December 19, 2019. The Committee was constituted with representatives from the Alumni Association, Staff and the Students' Representative Council and is chaired by Prof. Dora Edu-Buandoh, Pro Vice-Chancellor of the University.



Swearing in of members of the Students' Financial Support Committee

DEVELOPMENT OF POLICY AND APPLICATION FORMS

As part of the measures to ensure the award of financial assistance to the needy but brilliant/promising students, the Students' Financial Support Office developed a Financial Support Policy and Application Forms for the administration of the scholarship schemes to students. The document has been forwarded to the University Council for approval.

PHYSICAL STRUCTURES AND VIRTUAL INFRASTRUCTURE

Office Space

The Office has been allocated a space at the ground floor C. A. Ackah Lecture Theatre Building. Through the support of the University Management, the space has been renovated and furnished to create offices for the Financial Support Administrator, a General Office and a Store Room.

Creation of a Website and Social Media Platforms

During the same period under review, the Office developed a website and created a number of social media accounts to enhance the visibility of its activities.

Initial Funding

The initial funding for the award of scholarships comes from contributions from students, Central Administration, Office of the Dean of Students, and Net Profit on Sale of Souvenirs.

Partnership

In the interest of expanding scholarship opportunities to UCC students, the Office has forged a working relationship with the Ghana Scholarship Secretariat and MTN GH Foundation. The outcome of the partnership with the Ghana Scholarship Secretariat resulted in the University of Cape Coast sharing the 2020/2021 academic year scholarship application link for the Ghana Scholarship Secretariat with all students through students' portals and the Office's website and WhatsApp accounts.

FUTURE PLANS

The Office will

- award a number of scholarships to deserving students for the 2020/2021 academic year.
- automate the scholarship application process so as to attend to a large number of applicants.
- solicit funds from private individuals and entities to help increase the funding sources.
- embark on an orientation programme to students in the various Colleges and Schools/ faculties to give them information about the Financial Support Office.
- use various measures to create awareness about the financial support available to students in the University.



MR. JEFF TEYE EMMANUEL ONYAME
REGISTRAR

OFFICE OF THE REGISTRAR

INTRODUCTION

The Registrar, as a member of the senior management team of the University, occupies a very important and strategic position. As prescribed by the Law and Statutes of the University, the Registrar is the Secretary of the University Council and the Academic Board. The Registrar is responsible to the Vice-Chancellor for the general administration of the University and for providing secretarial services for all bodies and committees as may be established by Statutes. The Registrar is the Chief Administrative Officer of the Vice-Chancellor and the University and is therefore the catalyst for the effective administration of the University.

The University's administrative structure and schedules of duties have been designed to reflect the role of the Registrar which, apart from his/her statutory functions described above, encompasses responsibility for strategic planning, advice and support to the Vice-Chancellor, responsibility for good governance through Council and Academic Board and their sub-committees; responsibility for legal and regulatory compliance, framework for policy development, communication and implementation, human resource management and development, students welfare and discipline, information and records management, coordination and oversight of all administrative directorates, among other areas.

VISION

The Office of the Registrar strives to establish a solid reputation as a team of dependable, disciplined, proactive and innovative professionals who value collaboration and are imbued with a sense of urgency for providing reliable and innovative services, and for translating University policies and practices into efficient and well co-ordinated operations geared towards the effective accomplishment of the strategic goals of the University. We aspire to be the embodiment and model of professional governance and administrative excellence. We are committed to meeting the needs, aspirations and well-being of students, faculty, staff and all other stakeholders of the University.

MISSION

The Office of the Registrar consists of a well-trained and dedicated team of professionals who provide quality, timely and courteous services to students, faculty, staff, alumni and the general public. These services include, but are not limited to, governance, human resource, academic, legal, consular and general services, advancement, public, alumni relations and protocol, information and communication technology services, security and safety, health services and physical development.

VALUES

The Office of the Registrar is committed to:

- fostering a supportive work environment that promotes staff development, team work, creativity and innovation
- building trust among colleagues and with the University community through competence and dependability
- monitoring, evaluating and continually improving services
- respecting the diversity and the uniqueness of each individual's ideas and contributions
- responding to requests in an efficient, courteous and appropriate manner
- welcoming and encouraging feedback from members of staff and the University in the spirit of open exchange of ideas
- Ensuring excellence, professionalism, cooperation, open communication, ethics, service and accountability.

DIRECTORATES UNDER THE OFFICE OF THE REGISTRAR

In accordance with the provisions of Statute 28.3 the underlisted Directorates/Offices operate under and are responsible to the Registrar in the performance of their duties and responsibilities and together with the Office of the Registrar constitute the Registry:

- Directorate of Finance
- Directorate of Physical Development and Estate Management
- Directorate of University Health Services
- Directorate of Human Resource
- Directorate of Academic Affairs
- Directorate of Public Affairs
- Directorate of Legal, Consular and General Services

- Directorate of Information Technology Services
- College Registrars

However, the Director of Finance reports to the Vice-Chancellor on financial matters.

CONTINUOUS IMPROVEMENT

The Office of the Registrar will continue to adopt total quality management and continuous improvement approaches to ensure operational effectiveness and efficiency at all times. To this end, the Office will continually undertake self and peer review to evaluate its processes and procedures and respond to suggestions and concerns from the University community.

MAJOR DECISIONS OF THE University COUNCIL

Extension of Term of Chancellor

In accordance with Article 195(3) of the 1992 Constitution of the Republic of Ghana and Statute 6.2 of the University of Cape Coast Statutes, 2016, the University Council, at its 104th Meeting held on June 5, 2020 extended the term of office of the Chancellor of the University of Cape Coast for five (5) years with effect from August 1, 2020.

Appointment of New Vice-Chancellor and New Registrar

In accordance with Statutes 8.15 and 10.6 of the University of Cape Coast Statutes, 2016 and on the recommendation of the Search Committees, Council, at its Special Meeting held on June 17, 2020, appointed Professor Johnson Nyarko Boampong and Mr. Jeff Teye Emmanuel Onyame as Vice-Chancellor and Registrar respectively for a 4-year term each with effect from August 1, 2020.



Prof. Johnson Nyarko Boampong, Vice-Chancellor



Mr. Jeff Teye Emmanuel Onyame, Registrar

Promotion of Senior Members to Professorial Status

- Associate Professor to Professor - 6
- Senior Lecturer to Associate Professor - 11
- Senior Assistant Registrar to Deputy Registrar - 2

Appointment of Emeritus Professor

In accordance with Statute 46.1 of the University of Cape Coast Statutes, 2016 and on the recommendation of the College of Professors and the Academic Board, Council, at its 103rd Meeting held on March 3, 2020, appointed Professor Kobina Yankson as Emeritus Professor with effect from March 1, 2020.

Appointment of Council Representative on Board of Directors of UCC Enterprises Limited

At its 103rd Meeting held on March 3, 2020, the University Council, on the basis of the request from the Board of Directors of the UCC Enterprises Limited, appointed Mr. Kobina Bentsi-Enchil, Alumni Representative on Council, to serve on the Board as Council Representative for a 2-year term with effect from March 1, 2020 to February 28, 2022.

Council approved the following items:

- University of Cape Coast Budget for the 2020 Financial Year
- UCC Revised Budget for the 2020 Financial Year due to COVID-19 pandemic
- Financial Regulations, Policies and Procedures, 2020
- Establishment of Appeals Board, 2020
- Disbursement Policy on Students' Financial Support

PROFESSIONAL DEVELOPMENT/WORKSHOPS/SEMINARS/CONFERENCES ATTENDED BY SENIOR MANAGEMENT STAFF AND SENIOR ADMINISTRATIVE STAFF

A number of the Senior Management Staff and Senior Administrative Staff of the Office of the Registrar graduated as Members/Fellows of the Chartered Institute of Administrators and Management Consultants and the Institute of Public Relations, Ghana. Others also attended various virtual Continuing Professional Development training workshops and seminars organised by both local and international institutes/training centres.

DIRECTORATE OF HUMAN RESOURCE

INTRODUCTION

The Directorate of Human Resource has the responsibility for the effective running and utilisation of the human resource to achieve organisational goal of the University of Cape Coast. The Directorate being the hub of the University centres its activities on attraction, selection, training, assessment, rewarding, retirement and general Welfare of employees in the University.

VISION

To become an efficient, well resourced and effective service oriented Directorate that provides first class services to staff and clients of the University.

MISSION

The mission of the Directorate is to

- position the Directorate as a service oriented provider.
- ensure that services rendered are par excellence, regular and timely
- ensure that qualified personnel are employed and their welfare needs well catered for in order to make the University of Cape Coast, the preferred choice for all staff.

CORE VALUES

In pursuit of the attainment of our vision and mission, the Directorate has been guided by the following core values: confidentiality; fairness; respect for the dignity of all persons; excellence; high ethical standards; teamwork; and client centredness.

SECTIONS UNDER THE DIRECTORATE

- Senior Members
- Senior Staff
- Junior Staff
- Welfare
- Training and Development
- HRIS Unit

STAFF STRENGTH OF DIRECTORATE OF HUMAN RESOURCE

The Directorate has staff strength of forty-four (44), made up of a Director, five (5) Sectional Heads and thirty-eight (38) support staff that assist the various Heads and the Director in the discharge of duties at the Directorate.

STAFF STRENGTH OF THE University

As at May 14, 2020, the staff strength of the University is 4,945 and the details are as follows;

Category	Male	Female	Total
Senior Members	716	229	945
Senior Staff	874	608	1,482
Junior Staff	2,114	404	2,518
Total	3,704	1,241	4,945

ACTIVITIES UNDERTAKEN BY THE DIRECTORATE FOR THE YEAR UNDER REVIEW

Appointments

The Directorate through the various Appointments and Promotions Board/Committee recruited the following number of staff to beef up its staff strength:

Section	2019/2020
Senior Members	104
Senior Staff	130
Junior Staff	5
Total	239

The Appointments and Promotions Board (Senior Members) in addition recommended thirty-two (32) post-retirement contract appointments and extension to Council for ratification.

Promotions

The following number of staff were also promoted during the period under review:

Section	2019/2020
Senior Members	74
Senior Staff	130
Junior Staff	317
Total	521

The Breakdown of the Senior Member category is as follows:

Rank	2019/2020
Senior Lecturer/Analogous	48
Associate Professor/Analogous	16
Professor	10
Total	74

Training Programmes/Workshops Organised Internally

The Training and Development Section organised a number of Training programmes as follows:

Category	2019/2020 No. of Training Programmes
Senior Members	7
Junior/Senior Staff	7
Retirees	3
National Service Personnel	1
Total	18

External Training Programmes/Workshops/Conferences Approved

A number of staff were granted permission and sponsorship to attend workshop/conferences. The details is as follows:

Category	2019/2020
Senior Members	43
Junior/Senior Staff	30
Total	73

Approved Study Leave

The following number of staff were granted study leave to pursue various academic programmes:

Category	2019/2020
Junior/Senior Staff	71
Senior Members	16
Distance/Sandwich/Weekend	60
Total	147

Approved Sabbatical Leave

Two (2) senior members were granted sabbatical leave during the period under review.

Post-Doctoral Fellowship

Three (3) senior members were awarded Post-Doctoral Fellowship during the period under review.

Send-Off and Long Service Award Ceremony of Retirees

Ninety eight (98) staff retired from the services of the University during the 2019/2020 academic year. The breakdown is as follows:

Staff Category	Number
Senior Members	21
Senior Staff	19
Junior Staff	58
Total	98

The Welfare Section of the Directorate undertook the following activities during the year under review:

Workmen's Compensation

The University has compensated three (3) staff as result of injury while performing their work.

Medical Support System and Hospital Visitation

The University has provided financial support in relation to health issues for four (4) staff and/or dependants.

Mediation and Arbitration

Ten (10) family maintenance, staff indebtedness and disputes cases were solved.

Bereavement Issues

The University lost thirty-three (33) staff.

ACHIEVEMENTS

Policies and IT programmes/Systems designed

HR Policies

- Human Resource Manual
- Employee Transfer
- University of Cape Coast Health and Safety
- Ethics Policy
- Retirement Policy

IT programmes/Systems

- Leave Model
- Staff Directory/Portal
- Integration of Human Resource and Finance data
- Senior Members Model etc.

PROMOTIONS

For the period, a total of 521 staff were promoted to various higher ranks. Out of this number, 317 were Junior Staff, 130 were Senior Staff and 74 were Senior Members.

For the Senior Member Category, 48 staff were promoted to Senior Lecturer and analogous ranks, 16 promoted to Associate Professor and analogous ranks and 10 promoted to Professor.

CHALLENGES

The Directorate is faced with the following challenges:

- implementation of current Unified Scheme of Service for both Senior and Junior Staff vis-à-vis the Single Spine Pay Policy. Some of the ranks are not in the Single Spine Pay Policy
- inadequate office space for the Directorate operations
- budgetary constraints in achieving its targets, especially for the training programmes and staff development due to increase in staff numbers
- some staff enrolled for further studies without permission from the Scholarship Committee
- some staff who completed their studies delayed in returning to the services of the University
- manual handling of part of staff data sometimes delays activities in the Directorate
- delays in promotion of some staff due to difficulty in getting external assessors to review their publications
- lack of official hearse which has financial implications for the University during the funeral of staff.

TRAINING AND DEVELOPMENT SECTION

INTRODUCTION

The Training and Development Section has the responsibility of ensuring that the knowledge and skills of all staff of the University are invariably upgraded through both short-term (orientation, training and retraining) and long-term (Development) programmes. This is achieved through:

- Organising orientation and training activities for Staff (teaching and non-teaching) in various capacities.
- Facilitating Sponsorship/Study Leave for Staff to develop themselves in relevant areas to meet the needs of the University.
- Coordinating sabbatical and post-doctoral opportunities for staff.

The continuous enhancement of staff capabilities through continuous development programmes for the purpose of enhancing productivity and increasing staff morale remains the prime objectives of the Section.

SUMMARY OF ACTIVITIES UNDERTAKEN

Staff Training Programmes Organised

During the period under review, the Section organised a total of nine (9) training programmes internally for various categories of staff. They are as follows:

- One-Day orientation programme for National Service Personnel.
- Training Programme for Lecturers on MOODLE E-LEARNING Platform, Trainer of Trainers.
- Training Workshop for Lecturers on Moodle E-Learning Platform for CoDE Lecturers.
- Training Workshop for Lecturers on Moodle E-Learning Platform for Institute of Education.
- Training Programme for all Hall Assistants.
- 3-day Orientation Programme for Newly Appointed Deans, Vice-Deans and Directors in the University.
- Training Workshop for all Teaching Associates and Teaching Assistants in the University.
- Training Workshop for Lecturers on Moodle E-Learning Platform for COHAS Lecturers.
- Orientation programme for newly appointed Junior Assistant Registrars and Non-Teaching Senior Members of the Registrars Department.

The Section also facilitated and granted eight (8) approvals for staff to participate in the following external workshops:

- 18th Annual Update in Anesthesia Conference 2019.
- Ear, Nose and Throat Congress and Scientific Session 2019.
- Pharmacy Technologists Association of Ghana Annual General Conference 2019.
- Ghana Optometric Association Continuous Professional Development and AGM 2019.
- Ghana Road Safety and Traffic Management.
- Supply Chains Connect Annual Conference 2019.
- 2nd National Nursing and Midwifery Leaders and Managers Conference and Dissemination of Nursing and Midwifery Strategic Plan and Services Framework 2019.
- Invitation to Second Session Executive Professional Certificate Course (with Project Work) on Health Systems Management Leadership and Governance.

Study Leave

During the period, a total of seventy-seven (77) staff were awarded scholarships of various forms to pursue various regular programmes both abroad and locally. The programmes included PhD, Masters, First degree, Diploma and Certificates as well as professional programmes. The breakdown is as follows:

- Twenty (20) senior members for PhD programmes, four (4) in foreign institutions and Sixteen (16) in Ghana.
- Three (3) senior staff for PhD programmes, one (1) in a foreign institution and two (2) within Ghana.
- Eighteen (18) senior/junior staff for postgraduate and undergraduate programme within the country.
- In addition, a total of thirty-six (36) staff were granted approval to pursue distance, sandwich, and other part-time programmes at the postgraduate and undergraduate levels.

Sabbatical/Post-Doctoral Leave

One (1) senior member was granted permission to go on sabbatical leave during the period.

CHALLENGES

The Section though has chalked some successes; it is also faced with some challenges. These challenges, amongst others, are as follows:

- Budgetary constraints in reaching set targets for training programmes on the training calendar.
- Staff apathy towards training programmes.
- Failure of some sponsored staff to return after study leave.

DIRECTORATE OF PUBLIC AFFAIRS

PUBLIC RELATIONS AND PROTOCOL SECTION

INTRODUCTION

The Public Relations & Protocol Section of the Directorate of Public Affairs has, within the year under review, conducted its core functions as mandated by the University. The Section specifically assisted the various departments of the University in the organisation of conferences and workshops, the provision of passages to staff and some guests of the University; provision of catering services; arrangement of accommodation for guests; the placement of advertisements in the newspapers, and organising deanship and vice-ship elections for Faculties and Schools within the various Colleges.

This report highlights major events that took place in the University between September, 2019 and May 2020.

PROGRAMMES AND ACTIVITIES

1st Session of 52nd Congregation Ceremony

The University held the 1st Session of the 52nd Congregation on September 9, 2019 for the College of Health and Allied Sciences at the New Examination Centre at 8.30 a.m.



Award winners of 52nd Congregation

Graduands being presented at the 52nd Congregation

Public Lecture by UCC/GNPC Professorial Chair

Professor Omowumi O. Iledare the GNPC Chair Professorial Chair for Petroleum Economics of the University of Cape Coast delivered a Public Lecture on Local Content Imperative for Sustainable Petroleum Economy: Challenges and Strategic Options for Ghana on Tuesday, 17th September, 2019 at 3.00pm at the School of Medical Sciences Auditorium. The lecture was attended by the University community and stakeholders from the Ghanaian Oil and Gas Sector such as Ghana National Petroleum Corporation, the Energy Commission, the National Petroleum Authority, the Tema Oil Refinery, the Petroleum Commission, GNPC Petroleum Chairs from other Universities, among others.

Open Day & 2nd - 5th Sessions of 52nd Congregation Ceremony

An Open Day to showcase products and activities of various departments was held on September 25, 2019 as a prelude to the 2nd to 5th Sessions of the 52nd Congregation Ceremony. Various departments showcased products and projects undertaken by students and staff. The programme was graced by the Vice-Chancellor, who went around to interact with staff and students from departments who participated in the programme.

The 2nd to 5th Sessions of the 52nd Congregation were held on September 26 and 27, 2019 at the New Examination Centre at 9.00 a.m. and 2.00 p.m. respectively each day.

These sessions were used to graduate students who had completed their programmes of study in the College of Agriculture and Natural Sciences, College of Humanities and Legal Studies, College of Education Studies, and the School of Graduate Studies. A number of Vice-Chancellors and guests from other institutions graced the occasion.

Public Lecture by the British High Commissioner, His Excellency Iain Walker

The British High Commissioner to Ghana, His Excellency Iain Walker, delivered a Public Lecture on the topic, 'Ghana-UK relations after Brexit' on October 30, 2019. Specifically, he spoke on the impact of Brexit on research collaborations with UK institutions involving EU grants, visa issues and studying in the UK, and scholarships. The programme was well attended by the University community.



The British High Commissioner to Ghana, His Excellency Iain Walker

RUFORUM AGM 2019

The 15th Annual General Meeting (AGM) of the Regional Universities Forum for Capacity Building in Agriculture (RUFORUM) was held at the University of Cape Coast (UCC) in Ghana from December 2 - 6, 2019.



Deputy Executive Secretary, Dr. Alice Mweetwa, and Prof. Adipala Ekwamu of RUFORUM hand over a certificate of appreciation to The Vice-Chancellor, University of Cape Coast

It was the first AGM to be hosted in West Africa, following RUFORUM’s strategic geographical expansion in 2014 to include Universities in Benin, Côte d’Ivoire, Ghana, Liberia, Mali, Nigeria, Togo, Sierra Leone, and Senegal.

The 15th AGM was under the theme: ‘Delivering on Africa’s Universities Agenda for Higher Agricultural Education, Science, Technology and Innovation (AHESTI): What will it take?’

Vice-Chancellor’s End-of-Year Reception

The Vice-Chancellor hosted a dinner reception in honour of newly-appointed staff and individuals who had returned after their studies. Both teaching and non-teaching members were treated to a wonderful evening of good meals and music. The programme was held on December 20, 2019 at 6.00 p.m. at the Vice-Chancellor’s Lodge. Heads of various departments who had new staff introduced the staff to those present. The Vice-Chancellor urged staff to involve themselves wholly in the activities of the University.

Carols Night Service

The Public Relations & Protocol Section, in collaboration with the Chaplaincy Board of the University, organised the 2019 Carols Night Service for the University on December 18, 2019 at the Main Auditorium at 5.00 p.m.



Alfred Addaquay performing at the Carols Night Service

Performance by Voices of Accountability

The Service featured the Voices of Accountability Choir of the Directorate of Finance, UCC; the Madonna Choir, UCC and St. John the Baptist Choir, Pedu. The guest artist for the night was Alfred Addaquay, a classical keyboardist.

The Vice-Chancellor, Pro Vice-Chancellor, Registrar and other members of management graced the occasion.

6th and 7th Sessions of the 52nd Congregation Ceremony

The 6th and 7th Sessions of the 52nd Congregation of the University was held on January 11, 2020 at the New Examination Centre. The University graduated the second batch of students from the College of Health and Allied Sciences (Diploma in Midwifery – Ministry of Health Training Institutions) at 9.00 a.m. and 2.00 p.m.



Prof. Dora Edu-Buandoh congratulating a first class student



Prof. Joseph Ghartey Ampiah honouring first class students



The Immediate Past Vice-Chancellor, Prof. Joseph Ghartey Ampiah congratulating Prof. Kan Kankam Boadu



Prof. Kan Kankam Boadu and the college of Professors

Inaugural Lecture by Prof. Kankam Boadu

Prof. Kankam Boadu, a Professor of Social Studies Education, Faculty of Humanities and Social Science Education and Vice-Dean, School of Graduate Studies of the University of Cape Coast, delivered his Inaugural on October 10, 2019 at the School of Medical Sciences Auditorium at 3.00 p.m.

The lecture was on the topic: Teach the Untaught: Perspectives of Social Studies Education in Ghana. A cross-section of the academic community attended the lecture.



The Immediate Vice-Chancellor, Prof. Joseph Ghartey Ampiah commissioning the LED Billboard *Management with staff after the commissioning*

Commissioning of the LED Billboard

The Vice-Chancellor, assisted by the Pro Vice-Chancellor, the Registrar and the Director of Digital Plex Ghana Limited, Mr. Bhagwan Asnani, commissioned the Digital Billboard on February 10, 2020.

The Vice-Chancellor, Prof. Joseph Ghartey Ampiah, noted that the installation of digital billboards was in line with his agenda to digitise the University. He explained that the billboards were a current way of advertising programmes and events as well as disseminating information to members of the University Community and the general public.



Prof. Elvis Asare-Bediako

Prof. Asare-Bediako with the dignitaries and the College of Professors

Inaugural Lecture by Prof. Elvis Asare-Bediako

Prof. Elvis Asare-Bediako, Professor of Plant Virology, Dean of School of Agriculture, UCC delivered his Inaugural lecture on February 18, 2020 at the School of Medical Sciences Auditorium at 3.00 p.m.

The lecture was on the topic: Plant Viruses: Fight the Enemy and Save Lives.

Passages

During the year under review, a few requests for passages were received. Most of them were for persons attending conferences, workshops and those going for further studies outside the country. The section also continued to assist in the processing and acquisition of visas for some senior officers.

Placement of Advertisement

Advertisements were placed in the Daily Graphic, Ghanaian Times and sometimes in the Mirror on academic appointments, recruitments, opening of tender as well as Inaugural and Public Lectures. There were also advertisements of various activities and admission into various programmes run by the University.

Media Relations

The Section has continued to maintain a good relationship with the media, both within the region and across the country, leading to a lot of positive news about the University. The media has been available to provide coverage to University programmes in order to project the image of the University.

Use of Social Media

Facebook is the main social media adopted for communication with the publics of the University through social media. The page is used to share the University's website content relevant to the publics. Engagement with publics has improved, with publics getting responses to the questions in the comments they posted under the posts.

All these platforms were also used to share live programmes for publics who could not be present at University events to also take part. It must be noted that no payment has been made to boost any of the social media pages; therefore, the metrics presented are organic.

YouTube and Flickr are also being considered for use by the Section for communication with the University's publics.

Technical Services

The Technical Unit which takes charge of Public Address Systems has continued to provide services during University programmes and activities. The Public Relations and Protocol Section continues to ensure that public address systems are provided in every lecture theatre and for programmes. Old and nonfunctioning public address systems are replaced whenever the need arises.

CONCLUSION

The report has highlighted major activities and events that took place in the University between August 2018 and July 2019 ranging between media relations, booking of air tickets and planning and organisation of events. The Section has been active throughout the year and made strides in stemming challenges in the course of our duties.

With the acquisition of new equipment, it is expected that this will bring about improvement in work efficiency in the office. It is anticipated that work output will improve in the coming years.

DOCUMENTATION & INFORMATION SECTION

INTRODUCTION

The Documentation and Information Section is under the Directorate of Public Affairs with the responsibility of managing the corporate information of the University.

VISION

To contribute positively towards positioning UCC as a University with world-wide acclaim through quality and timely publications.

MISSION

To support the University Administration by providing an effective and efficient platform to disseminate relevant information various segments of the University Community.

MANDATE

The Section has been tasked to carry out the following responsibilities as part of its mandate.

- Management of the news page on the University Website
- Regular update of news and events on the Website
- Custodian of the University's History and Logo
- Photography & Videography Services
- Graphic Designing Services
- Publication of statutory documents

ACTIVITIES

During the 2019/2020 academic year, the office carried out its statutory mandate through effectively to disseminate information to both internal and external publics of the University.

The Office published a number of documents both statutory and other reference materials for the University Community. Aside these publications, the Section also updated the website with news on current events of the University within and outside campus.

From August 2019 to May 2020, the Section honoured invitation for media coverage of events/ programmes. The Section updated the University website with 253 news articles on these events/programmes. Aside the official invitation, the office also covered some events important

events at the Office of the Vice-Chancellor such as courtesy calls, signing of Memorandum of Understanding (MoU) among others.

The Section published hard copies of the following documents within the period

- Three editions of the University Bulletin
- Three editions of the University Gazette
- Vice-Chancellor's Annual Report to the 52nd Congregation
- 2020 University Calendar/Diaries
- Video production of programmes

STAFF STRENGTH

The Section has staff strength of eight (8). The breakdown is as follows

- 1 Junior Assistant Registrar (Head)
- 1 Principal Administrative Assistant
- 2 Senior Designers
- 1 Senior Journalist
- 1 Clerk Grade I
- 1 Photography Assistant

RECOMMENDATIONS

- With the rapid expansion of the University and the increasing request for media coverage of events, the Section urgently needs the services of a full-time Journalist and a Photographer to complement the work of staff.
- Regular capacity building programme for staff.
- The office generates large volumes of information (videos, photos, audio recording) and hence needs robust computers, external hard drives and dedicated server to store the information. In addition, the graphic designers and photographer need latest softwares to edit and process their productions.
- Procurement of a drone camera for high resolution coverage of University events.

CONCLUSION

The Section successfully carried out its mandate during the 2019/2020 Academic year.

DIRECTORATE OF LEGAL, CONSULAR AND GENERAL SERVICES

INTRODUCTION

The Directorate of Legal, Consular and General Services (DLCGS), formerly known as General Administration, is one of the five Directorates which includes the Office of the Registrar. The Directorate is made up of the following sections/units:

- Legal Section
- Consular and Immigration Services (CIS) Section
- University Basic and Senior High Schools
- Security Section
- Transport Section

- University Fire Section
- University Printing Press
- University Postal Services

VISION

To be the best Directorate which is strongly positioned to respond to the needs of the University.

MISSION

The Directorate of Legal, Consular and General Services exists to provide support services for the achievement of the University's mandate.

OBJECTIVES

To ensure timely, efficient, and cost-effective General, Legal and Consular Services to the University community and its stakeholders.

CORE VALUES

As a Directorate, we are guided by a set of principles subscribed to and upheld by the staff which provide general guidelines towards the realisation of the vision of the University in general and the vision of the Directorate in particular.

LEGAL SECTION

The Legal Section is constituted by a team of legal professionals and paralegals who provide all manner of legal services to the entire University community.

CONSULAR AND IMMIGRATION SECTION

This section is headed by an Assistant Registrar who supervises and attends to all consular needs of staff of the University, and introducing staff to the various commissions/embassies in Ghana. The Unit handles immigration matters such as passport acquisition and renewal for staff, resident and work permits for foreign staff who have contract appointments with this University.

ACHIEVEMENTS

The following feats were achieved during the period under review:

- Facilitated the acquisition of Fire Certificates and periodic Fire Assessment of all University buildings; most private hostels were made to oblige.
- Ensured timely issuance of letters of introduction to staff and their dependants.
- Instituted effective collaboration with external institutions; that is, Ghana Immigration Service, and Ministry Of Foreign Affairs; Through this collaboration, immigration quota is secured for foreign staff.
- Facilitated the smooth running of the University Basic School (North Campus) French Exchange Programme with Cours Lumière and Canadian International School in Lomé, Togo.
- Acquired uniforms for the Central Administration drivers

- Supported policy direction through committee servicing of Campus Transport Restructuring and Implementation Committee (CTR&IC).

CHALLENGES

Despite the achievements chalked during the period 2016-2020, there were some challenges, as indicated below:

- Narrow office space
- Last minute requests for introductory letters

The Directorate is yet to visit any embassies/foreign affairs as stated in its strategic plan (2018-2022).

Plans are, however, underway to visit the Ministry of Foreign Affairs and the Ghana Immigration Service (GIS) before the end of 2020, other things remaining constant.

University KINDERGARTEN

INTRODUCTION

The University of Cape Coast Kindergarten was established in 1963; it was formerly called University Nursery School. The purpose is to provide equal opportunities in terms of the provision of Early Childhood Education to the children of staff of the University of Cape Coast. However, with the expansion of the School, it has now extended its service to the Non-Staff of the University of Cape Coast.

VISION

To be the most competitive Kindergarten in Central Region.

MOTTO

“Garden of Excellence”.

MISSION

To promote Early Childhood Education to children of UCC Staff and others through adequate child care and quality learning.

ENROLMENT

The Schools’ enrolment stands at Three Hundred and sixty-nine (369).

Breakdown

CLASS	BOYS	GIRLS	TOTAL
KG 1	89	99	188
KG2	88	93	181
TOTAL	176	192	369

TEACHING STAFF

The teaching staff consists of ten (10) Teachers and nine (9) Assistants. Each class has a teacher and an assistant, except one class.

Three (3) Non-teaching staff and Nine (9) Sanitary/environmental Health workers

ACHIEVEMENT

Minor renovation works such as carpentry, electrical, plumbing and maintenance works have also been carried out in the school.

- Equipped the school activity room; this is ongoing.
- Purchased teaching learning materials (ongoing).
- Undertook minor masonry work at the school main entrance.
- Procured electrical installation materials to enhance power supply.
- Planted colorful flowers for beautification of the school compound.
- Provided adequate fans to provide ventilation in the classrooms.
- Replaced toilet pots in two of the old classrooms.
- Replaced school septic toilet tubes.

CHALLENGES

- Frequent damages on outside play equipment.
- Inadequate security.
- Lack of internet, ICT laboratory and school library.
- Dwarf wall of the school not fenced and outside windows of the school classrooms not burglar proofed.
- Inadequate furniture for teachers and children.
- Three (3) old classrooms need renovation.

University PRIMARY SCHOOL

INTRODUCTION

The UCC Primary School has become a household name in the provision of quality education in the Central Region. The School continues to achieve greater heights in various disciplines, such as virtual classroom, ICT and distant learning, exchange programmes, as well as high academic performance through the efforts of dedicated teachers and pupils who continue to work hard to achieve set goals. The goal of the School is to promote academic excellence and provide quality education to meet the aspirations of all stakeholders.

VISION

To become a Primary School of academic excellence, providing quality education to meet the aspiration of all stakeholders.

MISSION

To provide the best primary education to the pupils as envisaged by all stakeholders of the University Primary School.

SCHOOL ENROLMENT

The School is oversubscribed due to the quality of education we provide. Currently, we have six streams and each stream has classes one to six. The total enrolment stands at 1,397 pupils. This comprises 677 boys and 720 girls.

STAFF STRENGTH

The total number of staff is 70 comprising; Head and Assistant-2, 48 teachers, administrative staff-3, 6 cleaners, 6 conservancy labourers, grounds-2, cook-1, library assistant-1 and an Accounts Officer. However, we do not have the full complement of teachers in all the classrooms. For the interim, we rely heavily on National Service Personnel to hold brief for us. There are thirteen (13) National Service Persons supporting teaching and learning as well as administrative work in the school.

STAFF DEVELOPMENT

The School does not have the full complement of qualified teachers. Within the year under review, two teachers were transferred and two teachers retired. Again, two teachers are on study leave pursuing Master's Degrees in Educational Administration and Art Education at UCC and Winneba respectively. There are six teachers on part-time and distance learning bases, pursuing various degrees at UCC.

- *In-Service Education and Training (INSET)*: To upgrade the skills and knowledge of staff, INSET activities were organised for teachers during the period under review. The following topics that reflected the needs of teachers and also to promote effective teaching and learning in the school have been covered:
 - » Implementation of the New Curriculum;
 - » Creative Pedagogy and Assessment in the New Curriculum;
 - » Managing Instructional Resources for effective lesson delivery.

STUDENTS' SUPPORT SERVICES

The teachers and pupils continue to work hard to maintain high academic standards in the School. However, there are few pupils who are performing below expectation. Such pupils are being encouraged and supported to work extra hard so as to improve on their performance.

- Counselling Committee in the school has been assisting pupils with academic and moral issues to live up to expectation.
- Sick Bay: The School has successfully established a well-furnished sick bay. A qualified nurse has been recruited by the PTA to run the infirmary. First aid services are provided to the pupils. Now when a pupil is unwell, it does not become the burden of the class teacher any longer.

VIRTUAL INFRASTRUCTURE

Distance Learning for Pupils

In view of the President's directive on the closure of schools due to Covid-19, our teachers have taken keen interest and have been giving notes and exercises to pupils through WhatsApp platforms created by the class teachers.

In consultation with IT experts, ICT teachers of the Primary School, led by Mr. Yeboah Agyabeng Nimfah, developed a child user-friendly online modules using Schoology and Edmodo platforms. As at now, majority of our pupils have signed onto the programme and are doing well.

Expansion of Internet access

With support from Management of the University and the Director of ICT, fibre optic cables are being laid at the school to expand the internet infrastructure. We believe that with improved internet access to the School, this will greatly enhance teaching and learning to achieve improved performance.

INTERNATIONAL PARTNERSHIPS AND INDUSTRY LINKAGES

Creation of Confucius Classrooms

The School has won a Chinese government grant of \$30, 000.00 for the creation of Confucius Classrooms in the school. Comprehensive proposal and budget that were sent to Hamban – China has been approved. The grant has been transferred to the Confucius Institute, UCC for its implementation. The project comprises furnishing two classrooms (Confucius Classrooms), an office for the Chinese teachers and a language laboratory. Now, the project is stalled due to the coronavirus spread.

Exchange Programmes

The School has successfully run exchange programmes with Cours Lumiere and Canadian International School (CIS), both in Togo. However, during the year under review, all plans to travel to and from Togo proved futile due to political unrest in the country and the Coronavirus pandemic.

Independence Day Celebrations

The School has been doing well in the Independence Day Celebration march. This year, the contingent that represented the School placed first in the primary category.

FUTURE PLANS

To promote effective teaching and learning in the School, there is the need to improve on our facilities.

- There are plans to establish an e-learning facility to enhance teaching and learning in the School promote reading of literary materials online through the e-library platform.
- A place has been earmarked to construct a Playing ground for pupils. Based on the interest and nature of learners we have, such a facility is critical for recreational activities.
- School Kitchen/Canteen: As a matter of necessity, the School needs a befitting and a more spacious place for a kitchen and canteen. This is because pupils have been eating in the classrooms, on the verandas, and any available space which is an unhealthy practice.
- Leaking Roof: The EU/P.4 Block leaks and needs urgent attention. Due to the recurring leakages in the roof of the Block, there is the need to redesign and use concrete casting .

- Securing the School Premises: The School is accessible from many entry points. There is the need to enclose and secure the School premises to protect life and property.

University BASIC SCHOOL – NORTH CAMPUS

INTRODUCTION

The University Basic School at North Campus was started on October 4, 2016 to solve the problem of large class size, insufficient space for further expansion, and the high enrolment demands faced by the existing Basic Schools. The School is currently at its first phase (Pre-school block) awaiting two other phases (Primary and JHS complex) to be put up in accordance with the blueprint of the Project.

ENROLMENT

From an initial population of two hundred and twenty-four (224), the School's population now stands at five hundred and forty-six (538) comprising two hundred and sixty-one (261) boys and two hundred and fifty-one (252) girls. The School currently has a stream each from Nursery 1 to BS9.

STAFFING

The total staff strength is 33 comprising a Headteacher, 19 teachers, 5 class attendants, 3 administrative staff, an accounts officer, 2 cleaners, 2 conservancy labourers, and a grounds worker. Since, we do not have the full complement of teachers for the JHS, we are supported by teachers from South Campus when it comes to Basic Design and Technology (BDT)

PROFESSIONAL DEVELOPMENT

There was a 5-day workshop for the pre-school teachers to help them acquire the requisite skills for the effective implementation of the new curriculum. It was a fruitful project and the School is looking forward to the implementation of what the teachers have learned.

The JHS teachers were also part of the workshop held at JHS South Campus on integrating ICT tools in teaching and learning. Staff of the School took part of a training programme to enhance the mentoring skills of the teachers. It was conducted by tutors of the OLA College of Education. The School has started implementing a bi-weekly professional development plan to enhance professionalism among staff.

BASIC EDUCATION CERTIFICATE EXAMINATION (BECE)

The North Campus presented its premier batch of BECE candidates for the 2018/2019 academic year after just three years of its existence. The School presented 27 candidates comprising: 14 boys and 13 girls. The best grade was 06 with a raw score of 521 out of 600, whereas the worse was 28 with a raw score of 325. All the candidates were placed in their schools of choice.

THREE UNIT CLASSROOM BLOCK

With the support of the Vice-Chancellor, a three-unit class room block has been put up to house the Junior High School for now. When the other phases of the project are completed, these three classrooms will be used as play rooms for the pre-school.

ICT INFRASTRUCTURE

The School has a partially-furnished computer centre. This was made possible through the benevolence of the PTA who donated twenty (20) desktop computers and a projector to the school. The school is looking forward to adding thirty (30) more to give the pupils the opportunity to have a computer each during ICT lessons.

DISTANCE LEARNING FOR PUPILS

In line with the presidential directive on the COVID-19 pandemic and subsequent suspension of all academic activities in the country, the teachers decided to create a platform (WhatsApp) to continue with teaching and learning.

In addition to the WhatsApp application, the School with the help of the headteacher, Mr. Victor Addison and head of ICT, Mr. Desire Ayite, oriented teachers on how to use Schoology and Google Classroom. These platforms have made learning more of fun to the pupils. The School currently is beginning with the term three contents of the curriculum. If the partial lock down continues, the School will then take permission from management to begin using zoom to deliver lessons to learners at home when the need be.

CHINESE LANGUAGE

The Confucius Institute of University of Cape Coast has been teaching the Chinese language from primary 1 to primary 6 for two years now.

NATIONAL CORE-SUBJECT QUIZ

The University JHS and UBS North- Campus, participated in the 2019 National Core Subjects (NCS) Quiz Competition and emerged first. An award of a cheque of GH¢2,000.00 with a mega golden trophy was received. The entire quiz team which includes Abena Mansa Acheampong was awarded a tablet by the Vice-Chancellor during the Speech Day of the UJHS.

INTERNATIONAL PARTNERSHIPS

Sports

The sixth edition of the University Basic Schools Sports Association (UBaSSA) games took place on June 25 - 29 at the University of Ghana Stadium. The University of Cape Coast Basic Schools with the other sister schools (UJHS and UP) did well by sweeping most of the trophies and medals. We are also grateful to God for an incident-free sports competition held. We again thank our wonderful team and trainers/coaches as well as the Local Organising Committee of the UBaSSA games.

FUTURE PLANS

The School has some challenges for which when addressed will go a long way to enhance our core mandate which is teaching and learning. Our future plans include the following:

Roads

Currently, the road leading to the School becomes very bad during rainy season. We believe that the road linking the school to the University community through the University Practice School (UPSHS) will be very helpful to parents on campus when constructed. Therefore, we will continue to dialogue with Management to ensure the road is constructed in the near future.

Primary and JHS Block

The School is still looking forward to the construction of the second phase of the project which include a primary and a JHS block with the help of Management of the University. We would like this phase to kick start since this building complex has a space for a school library and an ICT complex, and will, therefore, serve as a multi-purpose block for the School.

CONCLUSION

The year under review, in spite of the numerous challenges, has been a successful one. Going forward, our fervent hope is that the pendulum of favour will swing towards the direction of North Campus Basic School. This will go a long way to help improve the services being provided as a model school.

University JUNIOR HIGH SCHOOL

VISION

To become a model Junior High School in Ghana.

MISSION

To provide the best form of Junior High School education to children of University of Cape Coast staff and others through quality teaching and learning.

ENROLMENT AND STAFFING

The School's enrolment as at May 2020 stood as follows: BS 7 - 236, BS 8 - 227 and BS 9–213 totaling 676 with average class size of 43. The staff strength is fifty-nine (59) comprising of thirty-eight (38) teaching, eleven (11) non-teaching and ten (10) National Service personnel. One staff is to replace a Physical Education teacher who was transferred to the North Campus and one cleaner whose designation has changed to mason. The detailed enrolment figure per gender is attached as Appendix 1:

BASIC EDUCATION CERTIFICATE EXAMINATION

- The 2019 BECE Results Analysis is attached as Appendix 2
- 2020 BECE

Two hundred and forty-one (241) BS9 candidates (in 6 categories) including final year pupils from the University Basic School – North Campus have been registered to write the B.E.C.E which was scheduled for June 15 - 19, 2020. Candidates have so far written only two (2) mock examinations. They were about to write their third mock examination when the schools were closed down as a result of the Coronavirus pandemic. They have also not gone through the process of selecting their choice of Senior High Schools.

IN-SERVICE TRAINING

Two (2) in-service training sessions were organised for the teachers during the period under review. The first one was on 'Integration of ICT into teaching and learning'. The second was 'Teacher-trainee mentors' workshop' for 20 selected teaching staff.

INFRASTRUCTURAL DEVELOPMENT

The assembly hall which has been leaking for the past four (4) years was finally re-roofed within the second term of the 2019/2020 academic year. However, the School lacks infrastructure in the following areas;

- School library
- Technical workshop for Basic Design and Technology (BDT) subjects.
- Science laboratory and science equipment.

CONCLUSION

This report has highlighted the major activities undertaken in the school for the period under review. It is highly anticipated that the needs outlined in the report would be given the deserving attention to enable us to achieve significant improvement in the subsequent academic years to accomplish the vision and mission of the school.

Appendix 1:

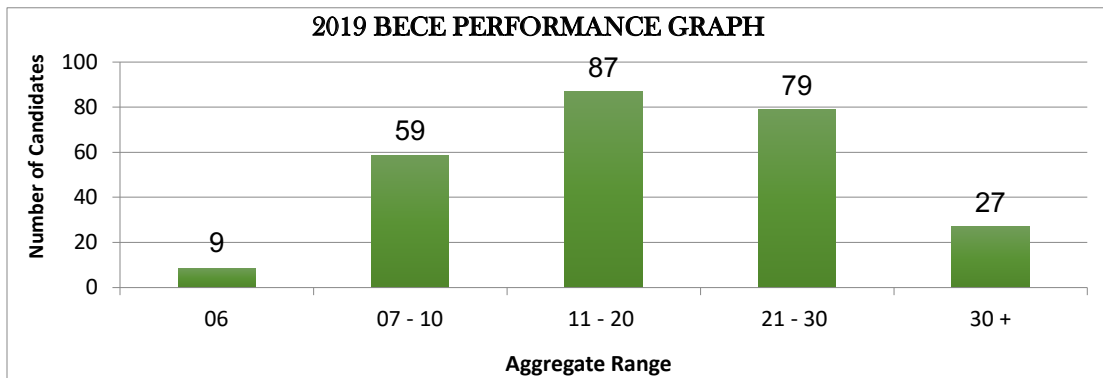
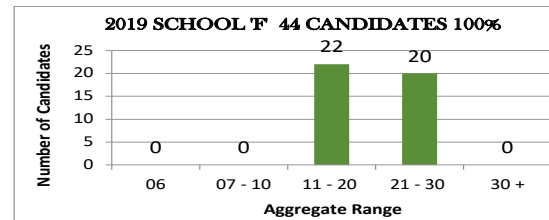
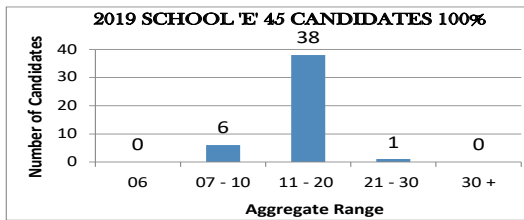
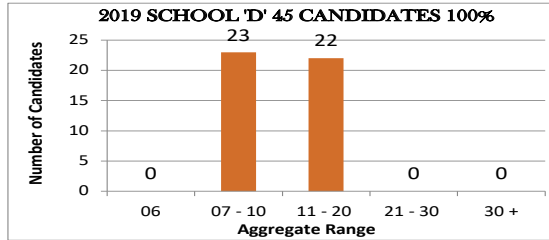
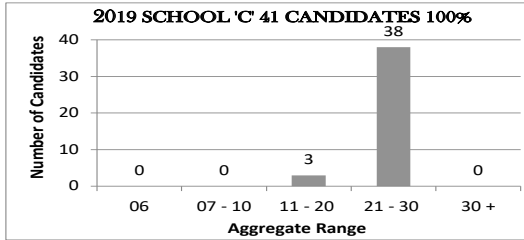
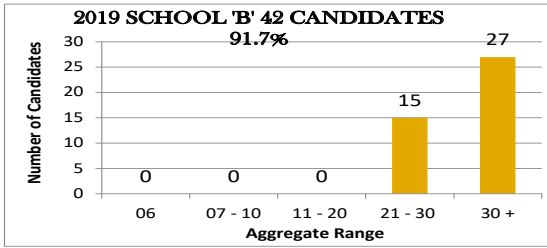
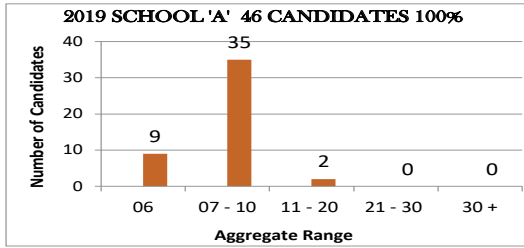
Total Enrollment by Gender

Class	Boys	Girls	Total	Number of Streams	Average Class size
BS 7	100	136	236	6	40
BS 8	117	110	227	5	46
BS 9	108	105	213	5	43
Grand Total	325	351	676	16	43

Appendix 2:

Results Analysis for 2019 B.E.C.E

The 2019 B.E.C.E results analysis is as follows:



Performance of our school (out of 105 schools) in the Cape Coast Metro 2019 B.E.C.E league table is shown below:

- School A - 1st position
- School D - 2nd position
- School C - 10th position
- School F - 13th position
- School E - 27th position
- School B - 31st position

UNIVERSITY PRINTING PRESS

INTRODUCTION

The University of Cape Coast Printing Press is an income generating unit under the Directorate of Legal Consular and General Services, dedicated to providing communication solutions through printing and related services. Our primary function is to support the University in teaching and learning. The Press also continues to provide printing communication services to individuals and our wide range of customers.

VISION

To be the best Printing and Academic Publishing Establishment that is strongly positioned to respond to the printing needs of the University and Ghana as a whole.

MISSION

To provide quality and prompt delivery services through the use of modern publishing and printing methods to the University and Ghana as whole.

CORE VALUES

As a Press, we are entrenched in a set of core values which is upheld by the staff in providing general guidelines towards the realization of the vision and mission of the Press and the University as a whole. These core values are:

- **Professionalism:** Staff of the Press act professionally, holding themselves accountable to others for their actions and in a manner that upholds the integrity and the image of the university.
- **Creativity and Innovation:** We always come out with new designs and possibilities for our clients.
- **Teamwork:** Staff cooperate to make sure jobs are done and delivered promptly. Staff of the Press work very hard and tirelessly in promoting the interest of the Press.
- **Transparency and Integrity:** Our staff consist of a group of who are honest, open and with strong moral principles
- **Security:** Our clients are assured of a professional work which is delivered on time.
- **Total Quality Management:** We are continuously improving the quality of our products and services.

CUSTOMERS

Our main customer is the University of Cape Coast (staff and students) and other entities such as banks, hospitals, political subdivisions, higher educational institutions, second cycle schools and other government entities in and around Central Region and beyond. We are able to serve our customers effectively and efficiently through the use of state of the art equipments, taking into consideration meeting though deadlines such as congregation and matriculation. This goes a long way to satisfy and main key clients.

EMPLOYEES

The Press has a staff strength of fifty-one (51) with two (2) Senior Members, twenty (20) Senior Staff, twelve (12) Junior Staff, and seventeen (17) Contract Workers.

We occasionally engage the services of casual workers to compliment the efforts of our staff.

PRODUCTS AND SERVICES

We engage in the following services: Printing: single to multi-colour print; Binding: Hard Cover, Soft Cover, Perfect Binding Saddle Stich and Side Stab; Design Services, Consultancy Services, Publishing Services, and Finishing Services.

ACHIEVEMENTS

Procurement of Machines

The Press was able to procure the following new machines to augment its production activities



Champion Lamination Machine (Large Size)



Large Format Digital Printer (Mimarki C3V 150-16)



Amydor Foil Printer (A.M.D. 3025)



Computer to Plate Machine

Efforts are also being made to procure the following machines next year: Speedmaster (Six Colour), MO, two (2) colour, Guillotine Machine, 10 Unit collator, GTO Machine, Digital Press, and Pollar Cutting Machine.

FINANCIALS

- We were able to reduce the value of trade debtors by 69% from GH¢1,982,547.90 in 2016 to GH¢ 614,403.07 in 2019.
- Profit before compensation improved by 1.06% and cash sales by 1.67% during the period.
- We were able to build a Fixed Deposit investment worth of GH¢1,000,000.00 during 2019 and cash position strengthened from GH¢3,000.00 in December 31, 2016 to GH¢ 295,060.62 in December, 2019.
- We were able to contribute GH¢240,000.00 in 2019 to support the UCC Contingency Fund.

CHALLENGES

Machinery

The University Press has envisioned the procurement of some modern printing machines to augment the existing machines to boost productivity.

Space

Due to inadequate floor space at the Press, machines and personnel are housed in a very limited space for production. Discussions are ongoing to secure the Old Library building for the Press.

TRANSPORT SECTION

INTRODUCTION

The Transport Section was established in 1962 during the inception of the University with two main departments: Workshop and Traffic Units. Located at the present day University Junior High School, the traffic unit made up of drivers, senior traffic officers and assistants who were all in charge of movement of University vehicles. They also had field officers and drivers' inspectors who supervised heavy duty, light duty, roadworthiness, insurance and fueling of University Vehicles. The workshop unit was in charge of the general servicing and repair works of University vehicles and those of staff. During the office of the then Vice Chancellor, Rev. Prof. Emmanuel Adow-Obeng in 2004, the Section was relocated to its present location, North-West of the Central Stores of the University.

VISION

In line with the University's vision and mission, the Transport Section of the University of Cape Coast serves as a hub upon which the institution revolves.

MISSION

The Section seeks to apply innovative ways to resolve transportation challenges of the University as well as provide efficient services to individual client and garages, using highly trained and motivated personnel.

ACHIEVEMENTS

Fleet Movement and Workshop Control Measures

A number of control measures were implemented in the last quarter of 2019 to reduce the abuse of the use of University vehicles. These included:

- Vehicle movement book
- Security Gate pass
- Introduction of fuel book for special programmes such as orientation, matriculation, and congregation.
- Introduction of fuel chit before fuel is issued.
- Introduction of job order request form

- Introduction of vehicle service/repair certification form as a means to check and certify work done and further recommend for payment.

Re-Registration of University Vehicles to GV Green Plate

Another biggest achievement of the Transport Section is the approval by Management in the conversion of UCC fleet number plates from white plate to GV green plate. The Transport Section has successfully acquired most of the GV green plates for our fleets and the process is still ongoing. This exercise will help the Section in acquiring roadworthy certificates with ease and reduce abuse of the use of University vehicles.

Transport Section's Minor Projects

The Transport Section undertook some minor projects to ensure safe and good working environment for its staff during the last quarter of 2019. The current status report is presented below.

S/N	Project	Status report
	Security Post	A platform was mounted, awaiting a poly-kiosk which has been allocated to the transport section in the 2020 budget.
	Temporary Shed	Two (2) sheds with a garage space of seven (7) have been mounted at the Transport Yard. One has been fully roofed with four garages whilst another one is yet to be roofed with a garage space of three (3).
	Renovation of Washroom	Completed. Yet to be used.

Training of Drivers

The Section, in collaboration with the Insurance Committee, was able to solicit funds from various insurance companies to organise training programmes, through T&D for all drivers of the University during the last quarter (December) of 2019.

Increase in University Fleet

There has been an increase in the University fleet from about two hundred and thirty-eight (238) to three hundred and ten (310) as of now.

CHALLENGES

Deplorable State of the Transport Workshop

Infrastructure deficiencies and the working environment do not promote quality work. The workshop environment is such that some potential customers within and outside the University find it difficult to patronise the services of the garage. Lack of modern tools and equipment as well as modern service bays are some of the challenges confronting the section. It is anticipated that the Transport Section will be face-lifted to a level that will befit the status of the University.

Acquisition of Spare Parts

The Transport Section is faced with the challenge of acquiring spare parts (consumables) on time to fix vehicles. This is due to the bad state of the Transport stores which also need attention.

Inadequate Transport Staff

Currently, there is still shortage of drivers and mechanics with special skills. The current ratio of drivers to vehicle is one driver to two vehicles. Our fleet size has increased more than the drivers to drive these newly purchased vehicles. Lack of auto electronic mechanics is a major challenge.

Security of the Transport Section

Some batteries were stolen under the watch of security staff at post.

FIRE SERVICE UNIT

The University of Cape Coast District Fire Station which is cited at Old Site is mandated by the Ghana National Fire Service Act 537 with a broad objective of preventing and managing undesired fires and other emergencies.

VISION

To prevent and manage undesired fires; thereby, reducing loss of lives and properties by enforcing fire safety measures and responding promptly to fire disasters and rescue services.

MISSION

The Ghana National Fire Service, in collaboration with the University of Cape Coast Fire Unit, is committed to providing an efficient and valued fire and rescue services to meet statutory requirements in Act 537 and public expectation. This would be achieved through appropriate resourcing in terms of equipment, appliances, premises and by effectively training personnel.



Presentation of gifts and citation to staff on transfer

STAFF DEVELOPMENT/AWARDS

In-Service Training was organised by the University Fire Station with support from Training and Development Section. This was to equip personnel on the new trends of fire and rescue services by resource personnel from the station and the Regional Headquarters, Cape Coast.

The station organised end-of-year party and awarded officers who had served at the station but on transfer, retired officers and deserving staff.

ACHIEVEMENT

Education Programme

Educational Programmes are being organised by the Fire Service Unit at the various departments and neighbouring communities within and around the University to equip them on fire safety and their precautions.

Training Programmes

Training programmes are organised for personnel of the unit on quarterly basis to enhance the skills that each employee needs. The training was in the area of new and improved methods of fighting fire to enable personnel effectively and efficiently perform their duties.

Fire Safety and Assessment

The Fire Safety Department implemented the policy of fire safety and assessment that ensures that each department acquires fire certification and employment of fire cover which include the installation of fire extinguishers, smoke detectors, and fire alarm bells that served as first aid firefighting equipment in case of emergencies.

Recruitment

There has been an internal transfer of ten (10) personnel from various Departments to the Fire Unit which has increased the total number of personnel to 13 (Thirteen) and has boosted the performance of the Unit.

Office Equipment

There has been drastic improvement in office equipment such as Computers, Office Furniture, Air Conditioners, and Stationery at the Unit, leading to improved productivity.

Transport

Vehicles are sent for servicing every quarter in order to put them in good condition. This enables the Unit to perform its duties effectively. More so, fuel is readily available in running the day-to-day activities of the station.

CHALLENGES

Incorporation of Fire Service Unit into the Planning and Development Technical Board of University of Cape Coast

There had been several occasions where most buildings did not conform to Fire Safety

precautions. As a matter of fact, there ought to be structural adjustment of existing project/buildings in order to meet Fire Safety standards.

The core functions of the Service, as stipulated in Act 537 of 1997 that established the Ghana National Fire Service are to provide technical advice for building plans in respect of machinery and structural layouts, to facilitate escape from fire, and to carry out rescue operations and fire management.

Fire Service is not properly represented on the Committees of the Resource Planning and Development of the University. As a result, our expertise in the area of Fire Safety is not implemented until assessment of an existing structure. This tends to cause additional cost when structural changes are effected.

Transport

The Unit has only one utility vehicle for its operational use; however, the vehicle has outlived its usefulness as it frequently breaks down due to old age. Its high cost of maintenance is also a big drain on the Unit's budget.

More so, the section lacks motorbikes to access communities that have poor road networks during safety education and assessment. Immediate attention is, therefore, required

Siting of Fire Post at the North Campus

There is the need to site a Fire Post at North Campus to complement the work of the main Fire Station at South Campus since most of the activities are held there. This will ensure prompt response in case of fire at the North Campus and its nearby communities.

PHYSICAL STRUCTURE

- Painting of the University Fire Station.
- Acquiring office furniture e.g. table and chairs, cabinet.

FUTURE PLANS

- Creating Fire Post at the North Campus.
- Setting up Fire Wardens in the various departments.
- Ensuring that all departments acquire Fire Certificate.
- Incorporating Fire Service into the Management Board/Planning and Department, Technical Board of the University of Cape Coast.
- Seeking International Partnership and Exchange Programmes.

DIRECTORATE OF UNIVERSITY HEALTH SERVICES

INTRODUCTION

The Directorate of University Health Services (DUHS) is governed and regulated by the University Health Services Committee (UHSC) under the Chairmanship of the Pro Vice-Chancellor of the University of Cape Coast, with representatives from Academic Board, Convocation, Central Regional Health Directorate (CRHD), Senior Staff Association of Universities of Ghana (SSA-UoG, UCC), Tertiary Educational Workers Union (TEWU), Graduate Students Association of Ghana (GRASAG), Student's Representative Council (SRC) and DUHS. The Directorate consists of the University Health Services (UHS) and the Environmental Health Section (EHS). It is managed by a seven (7)-member Management Committee chaired by the Director of DUHS, and also includes the Deputy Director of DUHS, Deputy Director for Pharmaceutical Services (DDPS), the Health Services Administrator, the Accountant, the Nurse Manager and the Head of Environmental Health Section (EHS). The DUHS is a member of the Ghana Association of Quasi-Government Health Institutions (GAQHI), and a designated sub-Metro of the Cape Coast Metropolitan Health Directorate with five (5) functional Community-Based Health Planning and Services (CHPS) Zones (Amamoma CHPS, Duakor CHPS, Kwaprow CHPS, Akotokyir CHPS, and OLA CHPS).

The seventy (70)-bed capacity UHS has been licensed as a Primary Health Care (PHC) Facility by the Health Facility Regulatory Agency (HeFRA), responsible for the provision of preventive, curative, and public health services to the University community and the general public. The EHS supports with services such as; dislodging, fumigation, cleaning, inspection and all environmentally related hygiene practices in the University. The clientele of the UHS include Students, Staff and their dependants, Casuals/Temporary Staff, Retirees/Pensioners, and the general public who are classified as Private Patients (PP).

VISION

To have a University Health Services that is strongly positioned with a nationwide acclaim.

MISSION

The University Health Services is the Health Facility of choice in the Cape Coast Metropolis. It is an equal opportunity health facility uniquely placed to provide quality health services in the most professional, patient oriented and patient friendly manner.

CORE OBJECTIVES

The Directorate of University Health Services aims at:

- Providing quality driven health care to its clients.
- Building the most qualified, dedicated and highly motivated work force for appropriate health care delivery.
- Ensuring client focused and friendly environment appropriate for quality health care delivery.
- Creating avenues for developing leaders for the future sustenance of services provided.
- Ensuring a clean and serene University environment to promote academic work and research.

CORE VALUES

The Directorate treasures the following values as its guiding principles:

- Professionalism
- High ethical standards
- Discipline
- Excellence
- Sustainable healthy environment
- Teamwork
- Stakeholder involvement

RANGE OF SERVICES

The UHS provides the following services:

- Out-Patient Services
- In-Patient Services
- Obstetrics and Gynaecological Services
- Special Clinics (Diabetic, Hypertension, Sickle Cell, Asthma, Mental Health)
- Specialised Services (Dental, Ear,Nose & Throat (ENT), Eye & Physiotherapy)
- Maternal Services (Antenatal Care, Peri-natal and Postnatal Care)
- Reproductive and Child Health-RCH (Child Welfare Clinic, Health Education and School Health) & Family Planning
- Diagnostic Services (Laboratory, ECG, X-Ray & Ultra Sound Scan)
- Pharmaceutical Services
- Counselling Services (HIV/AIDS, Family, Psychosocial, etc.)
- Health Informatics and Records Management
- Students' Clinic/Hall Infirmaries at University Halls
- Catering Services for In-Patients, Staff and the general public
- Mortuary Services

The EHS provides the following Services:

- Dislodging of solid and liquid wastes
- Fumigation and spraying services
- Regular cleaning of the University community
- Inspection of markets and food vending joints
- Advisory services on environmental issues

STAFFING POSITION

Staffing Position of DUHS

Category of Staff	No.
Obstetrics and Gynaecology Specialist	1
Dental Surgeons	2
Family Physician Specialist (Senior Medical Officer)	1
Deputy Director of Pharmaceutical Services	1

Deputy Director	1
Senior Medical Officer	1
Medical Officers	5
Medical Officer on Contract	1
Physician Assistants	2
Optometrist	1
House Officers	6
Nurses	68
Midwives	14
Community Health Nurses	5
Ward Assistants	12
Voluntary Nurses	28
Anaesthetists	3
Pharmacists	2
Other Pharmacy Staff	13
Radiographers	3
Laboratory Staff	17
Health Information Officers	5
Physiotherapists	1
Counsellor	1
Administrative Staff	19
Accounts	9
Librarian	1
Stores Superintendents	3
Catering Staff	24
Drivers	7
Orderlies	40
Laundry Staff	6
Maintenance Staff	13
Mortuary	6
EHS Staff	305

STAFF DEVELOPMENT/AWARDS

Scholarships Awarded to Senior Members for Further Studies

The following scholarships have been awarded to Senior Members at DUHS for further studies.

Type of Scholarship	Number of Staff
Full-time study leave with pay	2
Part-time study leave with pay	2



The Vice-Chancellor with Dr. James Kojo Prah, and the Director of DUHS with the two

CAPACITY BUILDING/TRAINING/WORKSHOPS FOR SENIOR MEMBERS

Staff of the Directorate participated in the following clinical and administrative workshops/conferences within the period under review:

- Leadership training programme for health Managers - Organised by Ghana Health Services (GHS).
- Medico-Legal Issues in Health Care Delivery: Organised by Ghana Health Services (GHS)

RESEARCH GRANTS AND OTHER AWARDS/PRIZES WON BY SENIOR MEMBERS

Best Health Worker Awards

Two members of the Directorate; Dr. James Kojo Prah (Deputy Director) and Mr. Samuel Baakum (Assistant Technician of Mortuary Services) were awarded best health workers for the Senior Member and Junior Staff categories respectively of the University of Cape Coast award scheme held in 2019.

PHYSICAL STRUCTURE ESTABLISHED/REFURBISHED

Surgical Theatre Expansion Project

The Surgical theatre project got a facelift with the installation of central air-conditioners and related hardware within the period reviewed.

Refurbishment of Accident and Emergency

The Accident and Emergency Unit of DUHS has been refurbished with modern equipment and consumables to support the care and operations of the Unit.

ICT INFRASTRUCTURE AND EQUIPMENT

Hospital Digitilisation/Paperless System

In collaboration with University Management and the Directorate of ICTS, the Directorate adopted Patient Health Information Systems (PHIS) software from Progsoft Solutions Limited in line with the hospital digitalisation project. Installation of fiber optic cables and network infrastructure was completed as part of the project. The paperless system will ensure a complete integration of the hospital systems with the University students' records and staff

database to ensure effective and efficient health service delivery.

Mobile Generation of NHIS Codes and Renewal of NHIS Cards

The University Hospital embraced the NHIA's mobile technology that mandates the Facility to generate code for every client who visits the Hospital, in order to verify and facilitate reimbursements. The technology makes it possible for subscribers of NHIS to renew their cards online through their mobile phones with the short code *929#. Payments for renewals are done through mobile money accounts of the subscribers accordingly.

Equipment for Laundry Services

A modern industrial laundry machine was procured and installed to ensure efficient and effective laundry services at the University Health Services.

PUBLIC HEALTH ACTIVITIES

Covid-19 Pandemic

The Directorate collaborated with the CRHD, CCMHD, GHS, and the University Management to combat the covid-19 pandemic. Technical and rapid response teams were established to support and coordinate the activities of the Directorate on the covid-19 pandemic. The Directorate received donations of cash and items that included Personal Protective Equipment (PPEs), liquid soap, parazone, surgical gloves, monitors, etc., from various Organisations and Unions such as the Senior Staff Association of Universities of Ghana (SSA-UoG), Tertiary and Educational Workers Union of Ghana (TEWU), University Teachers Association of Ghana (UTAG), Ghana Association of University Administrators (GAUA), Concerned Citizens Association of Cape Coast, 1998 Alumni of UCC, The Church of Pentecost, and GAQHI, to support the management of the pandemic at the Hospital.



Donation of PPEs to DUHS by SSA - UoG and TEWU



Donation of Cash to DUHS by UTAG - UCC



Donation of Cash to DUHS by GAUA - UCC



Donation of two sets of Cardiotocography (CTG) and their accessories valued at \$20,000 to DUHS, by the Chief Executive Officer (CEO) of the Korle Bu Teaching Hospital (KBTH) Accra; Dr. Daniel Asare.



Donation of PPEs to DUHS by The Church of Pentecost, Cape Coast Area



Donation of PPEs to DUHS by 1998 UCC Alumni



Donation of PPEs to DUHS by Association of Concerned Cape Coast Citizens and Residents



Donation of PPEs to DUHS by Confucius Institute, UCC and Hunan City University

INTERNATIONAL PARTNERSHIPS AND INDUSTRY LINKAGES

The DUHS has partnerships and industry linkages with the following organisations:

Collaborations with International Institutions

- University of New England

Collaborations with Industry

- Ghana Association of Quasi Health Institutions (GAQHI)
- Central Regional Health Directorate (CRHD)
- Cape Coast Metropolitan Health Directorate (CCMHD)
- Cape Coast Teaching Hospital (CCTH)
- Ghana Health Service (GHS)
- College of Health & Allied Sciences (CoHAS)
- Unions and Management of University of Cape Coast
- Nursing Training Institutions in the Central Region

FUTURE PLANS

The following are the future plans of DUHS:

- Construction of a multi-purpose building to accommodate Accident and Emergency, Renal Centre, Intensive Care and Executive suites
- Completion of surgical theatre complex and recovery ward
- Construction of consulting rooms for Specialists
- Completion of installation of Hospital paperless system
- Restructuring of the administrative system of DUHS
- Implementation of MOU between DUHS & CoHAS
- Enhancement of “Prevention is Better than Cure” (PBC) Clinic
- Implementation of reward policy for Staff of DUHS
- Improvement of customer care programmes and in-service training for Staff
- Enhancement of collaboration with local & international partners
- Acquisition of official vehicles to enhance service delivery

INSTITUTIONAL AFFILIATION OFFICE

INTRODUCTION

The Institutional Affiliation Office (IAO) manages the relationship between UCC and its affiliate institutions.

Currently, the University is mentoring a total of fifty-five (55) tertiary institutions that are running various programmes at the undergraduate and postgraduate levels. Out of this number twenty (20) are public institutions whiles thirty-five (35) are private institutions.

ACTIVITIES

During the period under review, IAO undertook a number of activities as part of its mandate of coordinating activities of institutions affiliated to UCC to ensure that they conform to academic standards by the National Council for Tertiary Education and the National Accreditation Board.

Supervision of Affiliated Institutions

During the academic year under review, the Office liaised with respective supervising departments and faculties to maintain quality academic work in the affiliated institutions. This was done through pre and post moderation exercises as well as supervision of examinations and dissertation in the various affiliate institutions.

Application for Affiliation

The Office received a number of applications from newly established tertiary institutions both private and public in the country during 2018/2019 academic year. These applications are at different stages of processing for approval and the institutions are:

- Assinman Nursing and Midwifery Training College
- Ghana Police Service
- Greenhills School of Health Sciences, Accra
- Institute of Paralegal Training and Leadership Studies, Accra
- Justking College, Sefwi Asawinso
- Principal African Institute, Porto-Novo, Benin
- Riverwoods Medical Equipment and Dialysis Company Limited
- Wamec College of Engineering and Technology, Accra

SIGNING OF MoU WITH AFFILIATE INSTITUTIONS

The Office coordinated the signing of Memorandum of Understanding (MoU) and Affiliation Agreement (AA) with 11 tertiary institutions. On 10th November, 2019, a ceremony was held at the Elizabeth Adabor Conference Room within the Institute of Education building, for the signing of MoU and AA with 10 new tertiary institutions.

The Vice-Chancellor, Prof. Joseph Ghartey Ampiah, and Registrar, Mr. John Kofi Nyan signed on behalf of the University, while the Rectors, Principals and Directors initialed on behalf of their respective institutions. The institutions are Regent University College of Science and Technology, Methodist University College, School of Anaesthesia, 37 Military Hospital, College of Health, Sefwi Asafo and Flosam Institute of Nursing, Midwifery and Allied Health Sciences.

The others are Palm Institute, Potters College, Rans-Elliot School of Nursing, Redeemer College of Health, and Thrivus Institute for Biomedical Science and Technology.



Prof. Ampiah exchanging the signed MoU with officials of the School of Anaesthesia, 37 Military Hospital



Prof. Ampiah with leadership of the 10 new institutions affiliated to UCC.

DIPLOMA IN MIDWIFERY PROGRAMME

The Office coordinated the academic activities for the second and third cohorts of the Diploma Midwifery programme in 26 Nursing and Midwifery Training Colleges. A special congregation was held for the second cohort on January 11, 2020 where a total of 2,857 were presented with their diplomas.

Prior to the congregation ceremony, a stakeholders meeting was convened at the Elizabeth Adabor Conference Room within the Institute of Education for consideration of the results of the students. The stakeholders who converged for the meeting were Principals of institutions involved in the programme, representative of the Ministry of Health, representative of Health Training Institutions Secretariat (HTI), representative of Ghana Registered Nurses and Midwives, Vice-Chancellor of UCC, Pro Vice-Chancellor, Registrar, Provost of the five Colleges in UCC, Dean and some lecturers of the School of Nursery and Midwifery, members of the CIA, examiners and chief examiners.

The third cohort of the programme completed their programme in February, 2020 and their results have been processed. The students will be awarded their diplomas in the next available congregation.

GRADUATION FOR SIERRA LEONE ENROLLED NURSES

The University of Cape Coast presented certificates to 47 graduates from Sierra Leone who enrolled in the Diploma in Nursing and Diploma in Midwifery programmes at Nursing and Midwifery Training College, Koforidua and Korle Bu respectively. The graduation ceremony was held at the Nursing and Midwifery Council Conference Room in Accra on December 17, 2019.

These students who used to be enrolled nurses were sponsored by Medicine Sans Frontiers (MSF), an International Humanitarian Medical Organisation to pursue a two-year programme leading to the award of Diploma in Nursing and Diploma in Midwifery. Their training was necessitated by the shortfall of qualified nurses due to death of more than 200 health workers as a result of the Ebola disease in Sierra Leone.

The University of Cape Coast was engaged by the Nursing and Midwifery Council as the mentoring institution due to its track record of quality academic delivery. UCC was highly commended for its supervisory role in the training and successful graduation ceremony of the students.

CHARTER FOR PENTECOST University

The University through the Institutional Affiliation Office supported the Pentecost University to obtain Presidential Charter to become autonomous tertiary institution in May, 2020.

ADOPTING NDUOM SCHOOL OF BUSINESS AND TECHNOLOGY AS A SATELLITE CAMPUS FOR 2020/2021 ACADEMIC YEAR

The Office coordinated plans by the University to designate Nduom School of Business and

Technology (NSBT) as satellite campus of the University of Cape Coast for the 2020/2021 academic year. A Memorandum of Understanding has been signed between the two institutions to this effect.

This implies that some of the fresh students to be admitted into the School of Business for the 2020/2021 academic year would be accommodated and pursues their studies at NSBT campus.

This arrangement would allow the University to admit most of the qualified applicants considering the high number of applications as a result of the completion of the first batch of the Free Senior High School students.

CONCLUSION

The Institutional Affiliation has played a significant role in projecting the University on a higher pedestal through quality services and also ensuring that affiliate institutions conform to quality academic standards.

SAM JONAH LIBRARY

INTRODUCTION

The University of Cape Coast Library System (ULS) comprises the Sam Jonah Library and thirty-one (31) satellite libraries. The ULS continued to provide scholarly information resources, learning facilities and services to support teaching, learning and research activities of the University. There were some developments in the Library during the last year to improve the accessibility of the collections and the responsiveness of the services to library users' needs.

The significant highlights and achievements of the period under review included the establishment of an ultra-modern state of the art Research Commons with a conducive learning environment for Faculty members and Graduate students. The successful celebration of the maiden Library Week and the subsequent financial support; installation of CCTV cameras to enhance security; the introduction of innovative library services; and Ask Librarian Live Chat, Research Guides and development of E-books system to manage the E-books collection of the Library led to high patronage of the Library services.

VISION

To position the library to contribute to the academic and scholarly excellence of the University by providing world class information resources, facilities, and innovative services.

MISSION

To provide access to high quality scholarly information resources and innovative services to meet the individual and collective needs of our University community.

CORE VALUES

- Teamwork and Visionary Leadership

- User-Focus
- Innovation
- Partnerships
- Professionalism
- Ethical Consideration

MANAGEMENT OF THE University LIBRARY SYSTEM

- | | |
|--|------------------------------|
| • University Librarian | Dr. Mac-Anthony Cobblah |
| • Deputy University Librarian | Mrs. Paulina Afful-Arthur |
| • Assistant Registrar | Mrs. Gladys Ewurama Edumadze |
| • Head, Department of Clients Services | Ms. Paulina Nana Yaa Kwafoa |
| • Head, Dept. of Collection Mgt & Tech. Ser. | Mr. Christopher Kwame Filson |
| • Ag. Head, Dept. of IT & Research Support | Mr. Kwame Boohene |

The Management Staff were supported by Senior Members- Sixteen (16), Chief Library Assistants- Four (4), Principal Library Assistants- Twenty (20), Senior Library Assistants- Forty-Seven (47), Library Assistants- Thirty-Seven (37), Junior Library Assistants- Twenty-Three (23), Administrative/Accounting staff- Nine (9), Cleaners- Twenty-Three (23), Overseers Twenty-One (21), Bindery and Technical Staff- Ten (10).

The University Library is currently organised into three (3) Departments: Collection Management & Technical Services, Clients Services, and Information Technology & Research Support.

DEPARTMENT OF COLLECTION MANAGEMENT AND TECHNICAL SERVICES (DCMTS)

The Department of Collection Management and Technical Services (DCMTS) is responsible for the acquisition of books and materials of all formats for the Library. The other functions include preservation, curriculum support, cataloguing of books/materials, special collection management including the gallery, bindery and photocopy services.

Collection Management and Development

A total number of 1221 books were added to the Book collection. Due to some weeding of obsolete and worn-out books, the total stock of the Library stands at 271,737.

The statistics of other library materials stand as follows: Periodicals- 2,666, Dissertations/ Theses 3,326, Institutional Repository- 2,095 and Open Access Catalogue (OPAC) - 63,052.

Subscription to Electronic Resources

The Library also subscribed to 55 Electronic databases including Emerald, EBSCO host, Taylor & Francis, Wiley, Project MUSE, Cambridge, Sage Research Methods, Sage Premier, JSTOR, Oxford University Press, IEEE, HEIN online, University of Chicago Press, World Bank E-library etc.

Information Needs Assessment

As part of the strategy to understand and ascertain the information and research needs of the University community, the Library collaborated with Elsevier to organise stakeholder meetings to interact with the various constituents of the Library Users. As a result, Elsevier has sent a proposal on how to solve the Research gap and information needs of the University.

Curriculum Support

Books/Materials were acquired to support some of the newly established programmes and courses including Doctor of Pharmacy, MPhil/PhD Labour Studies, MA/MPhil Communication Studies. The Library is also collaborating with the College of Education Studies to procure books for the College Library.

DEPARTMENT OF CLIENTS SERVICES (DCS)

The Department of Clients Services (DCS) is responsible for the customer services activities namely, Reference and student support, Circulation and Reader services as well as services to Persons with special needs and the Satellite libraries.

Newly Introduced Services

The Library continued to design innovative services for the University community. Some of the newly introduced services include Ask Librarian Live Chat, Research Support, Distance Learning Library Services etc.

Modernisation of Library Space

The modernisation of the Library space is ongoing. The establishment of Learning Commons, Social Learning Space, and the spraying of the rusty book shelves have helped to create a conducive learning environment.

Increase in the Patronage of Library Services

The celebration of the maiden Library week has also helped to create awareness about the facilities, resources and services of the Library and increased the patronage of library services.

Information Literacy Skills

Training Workshop for first year Graduate Students/Faculty

The Library collaborated with the School of Graduate Studies (SGS) to organise awareness creation workshops for first year Graduate students on the effective use of the E-resources that the University subscribes to as well as the Mendeley and Turnitin software.

THE DEPARTMENT OF INFORMATION TECHNOLOGY AND RESEARCH SUPPORT

The Department of Information Technology and Research Support (DITRS) is responsible for providing information systems that advance the mission of the Library. It encompasses the entire spectrum of library technologies including library information systems, Electronic

support, Electronic resources, Research support, Information Literacy and Distance learning services.

(ICT) Infrastructure Development

The Library Information Communication and Technology (ICT) Infrastructure increased significantly. Several equipment were acquired including Server- 1, Desktop computers- 30, Scanners- 5, Laptops- 3, Photocopier- 1, Switches- 3, Television Set- 2 and Projector- 1.

The internet connectivity has improved greatly as a result of the changes of some switches.

The Library Management System (KOHA) and Institutional Repository Software Dspace were upgraded. The Library's server was moved to the Central Data Centre. The Library website was updated and a new website is under construction.

A new Library system LIBGUIDE was deployed to enable the Library to provide two (2) online services, Ask Librarian Live Chat, and Research Guides.

Research Support and Distance Learning Library Services

The Research Commons provide research services to Faculty and Graduate students. The Distance Learning Library section also made significant achievements. Some Graduate distance learning students were supported to access information from the E-library.

Some of the services provided during the period under review included research data management, searches for literature, training on how to retrieve information and advice on publishing avenues.

LIBRARY ADMINISTRATION

Staff Development

Two senior members, eight senior staff were granted permission to pursue PhD (Information Science), MPhil and MA and Information Studies programmes respectively.

Promotions

Some promotions were made for senior and junior staff during the period under review. The breakdown is as follows:

• Chief Library Assistant	-	0
• Principal Library Assistant	-	1
• Senior Library Assistant	-	1
• Library Assistant	-	1
• Overseers	-	1
• Administrative Assistants	-	1
• Cleaners	-	2
Total	-	<u>7</u>

Workshops/Conferences

The following training programmes were organised for the various categories of staff during the long vacation. The training covered the following topics: Proposal Writing for Grants, Reading List Management, Predatory Journals, Research Data Management, E-resources Management, Institutional Repositories Management, Research Guide and Ask Librarian live chat.

Library Week Celebration

The maiden Library Week was successfully celebrated from October 21-27, 2019. The weeklong celebration has seen enthusiasm and an increase in the patronage of the Library resources, facilities and services.

LIBRARY DEVELOPMENT PROJECTS/WORKS

The Library undertook the following physical development works/ projects during the year under review.

Establishment of Research Commons

The Ultra-modern state of the art Research Commons with 200 seating capacity was commissioned and opened to the Graduate students with effect from October 21, 2019. Some PhD and MPhil students were supported in their research works. The establishment of the Research Commons was partially funded by the Chancellor, Dr. Sir. Sam Jonah, and the Central Administration.



The Chancellor, Dr. Sir Sam Jonah, the wife, University Librarian and Nana Kweku Enu III inaugurating the Research Commons at the Sam Jonah Library

Establishment of Knowledge Commons

Work has also begun on the establishment of the state-of-the-art Knowledge Commons, a technology-enriched learning space for the undergraduate students at the Sam Jonah Library.

Spraying of Rusty Book Shelves

The spraying of rusty shelves continued. About 540 rusty shelves were sprayed. The spraying is being done in phases because of the cost involved.

COMMUNITY SERVICE

Donations to the Library

The Library is grateful to the individuals, groups, and organisations that donated to the University Library during the year under review. We wish to highlight the following significant donations:

- With the support of the Chancellor, Dr. Sir. Sam Esson Jonah, the exterior of the Sam Jonah Library was painted before the Library Week celebration.
- The College of Distance Education also donated GHS 500,000.00 to support the Knowledge Commons project.
- Prof. Aba Bentil Andam donated 3 wooden book shelves; 4 long player records; 1 recorder player; Assorted books and 4 Ghanaian Traditional stools. Also, Prof. Brigid Maa Sackey - 398 books and Dominic Mondey donated 139, assorted medical books.

Donations by Sam Jonah Library

The Library donated some book shelves to Naandom Kogle Community Library, established by Prof. D. D. Kuupole, Former Vice-Chancellor. The Library also made some donations of clothing and provisions to the following during the Library Week:

- Ankaful Prisons
- Other Communities like Apewosika and Abee around Ankaful Prisons.

Partnership and Linkages

The Library continued to work with all the various stakeholders, both within and outside the University. The Library, as a member of the Consortium of Academic and Research Libraries in Ghana (CARLIGH), collaborated with the other Universities and Research Libraries in Ghana, Ghana Library Authority (GLA), International Federation of Library Associations and Institutions (IFLA) and Africa Federation of Library Associations and Institutions (AFLIA). The University Library is collaborating with the Centre for African and International Studies (CAIS) on indigenous knowledge management.

CONCLUSION

The University Library is grateful to all stakeholders particularly the Chancellor, Vice-Chancellor, Academic Board, Library Board and the entire University community for their continuous support for the Library.

INSTITUTIONAL ADVANCEMENT OFFICE

INTRODUCTION

The mandate of the Institutional Advancement Office is to develop understanding and support between the University and its stakeholders through fundraising and alumni relations. The Institutional Advancement Office (IAO) of the University of Cape Coast was officially inaugurated in 2015, as a Section under the Office of the Vice-Chancellor. This was in line with the 2013-2017 Corporate Strategy of the University of Cape Coast. The rapid expansion in the constituent units of the University, called for creative solutions to respond to the attendant drain on scarce resources. A second reason for the set-up of the office was borne out of a need to streamline and revamp alumni relations activities which had been dormant over the years.

VISION

To create presence among our publics and the global community and to keep the promise of the University of Cape Coast as a University of Choice in Ghana and beyond.

MISSION

To effectively facilitate internal and external communication, build and cultivate relationships with alumni and friends, and assist to secure public and private resources to promote the mission of the University of Cape Coast. The core mandate of IAO is to:

- Coordinate all advancement activities in the University and provide the Vice-Chancellor with feedback and fertile opportunities for action,
- Design strategies to market and brand the University,
- Maintain a database of Alumni, constituents, and friends,
- Develop an advancement strategy that highlighted key components such as: fundraising, strategic partnerships and grants application,
- Serve as a resource to provide information to the campus community about fundraising initiatives, and
- Develop programmes and initiatives to strengthen alumni connections and encourage lifelong support of their alma mater.

STAFF STRENGTH

- 1 Junior Assistant Registrar
- 1 Principal Administrative Assistant
- 2 Senior Administrative Assistants
- 1 Graphic Designer
- 1 Head Conservancy Labourer
- 1 Chief Driver

PROGRAMMES/ACTIVITIES

The IAO has been operating vigorously and has undertaken various activities in line with its core mandate with a number of proposals and concepts developed to boost and set the platform to propel future events and programmes. These programmes include but not limited to the following:

The State, Formation and Inauguration of Hall Alumni Associations

As part of the strategies for alumni engagement, and to give more visibility to the University of Cape Coast, the IAO made several efforts and contacts to revive the ineffective alumni association. As a result, the Hall based alumni strategy was adopted and used as a catalyst to reignite the main UCC Alumni Association. So far, the office has facilitated the establishment and inauguration of Caseley Hayford Hall, Atlantic Hall and Valco Hall Alumni Associations. Plans are far advanced to also inaugurate Adehye Hall, Oguaa Hall and College of Distance Education (CoDE) Alumni Associations. Additionally, there are plans to assist the University of Cape Coast Alumni Association hold an Annual General Meeting (AGM) this year.

Alumni Data Base

During the year under review, the Office embarked on rigorous exercise by exploring various strategies to track, collate and update alumni personal and professional information. Within one year, the office was able to collect data from seventy-five thousand (75,000) alumni increasing the total UCC alumni database to one hundred thousand (100,000). In addition, effective governance measures and policies have been put in place by the Office to manage alumni information.

Donation by UCC Alumni Association

Some groups and chapters of the UCC Alumni Association, came to the benevolence of the University. The IAO collaborated with the Office of the Vice-Chancellor and Directorate of Public Affairs to organise the inauguration and handover ceremony of solar street lights by the 1998 Alumni Association and the UCC-USA Alumni Chapter. Both the 1998 year group and the USA Alumni Chapter donated 10 solar street lights each to the University. The gesture was carried out to aid and enhance the University's security situation in order to protect lives and properties on campus. In addition, the 1998-year group also donated Personal Protective Equipment (PPE) to support the Directorate of University Health Services to assist in containing the spread of the COVID-19.

24/7 Help Service

The Office in collaboration with the Directorate of Academic Affairs has created a 24/7 Help Service to assist alumni with the acquisition of their transcripts, attestation and other documents from the University of Cape Coast since that was a major problem most Alumni have expressed during our interactions. So far, the Office has assisted more than three thousand (3,000) alumni in this direction. This has helped solve some of the challenges faced by alumni with the application of official University documents such as transcripts etc. Additionally, it has also helped and increased our interaction rate with alumni and motivated others to join the Alumni Association.

Special Day Messages (SDM)

The IAO has been sending Special Day Messages (SMA) to alumni on their birthdays, retirement, graduation, weddings, bereavement among others. This idea has been well appreciated by the Alumni Association and it has created a good bond and a sense of belonging among members.

E-Shot

This is an electronic means through which news items of events and activities in the University of Cape Coast are transmitted and circulated to UCC alumni, friends and other stakeholders. This helps keep these stakeholders informed about the achievements, success stories, and happenings of the University. It is also a means of enhancing the visibility of the University to stakeholders.

Revising University of Cape Coast Diamond Club

The Diamond Club, since its inauguration on November 26, 2015, at the Labadi Beach Resort in Accra, officially met once at the Tang Palace Hotel in Accra on 16th May, 2017. During the inauguration, some members contributed and pledged towards the course of the Institutional Advancement Office as part of its effort to raise funds for various projects but were left in the dark due to the ineffectiveness of the office. Since last year, the Office has started visiting the members of the UCC Diamond Club to brief them on the restructuring exercise of the office with the assurance that Management still sees them as very important partners to the advancement of the University.

Paperless Alumni Oath

During the year under review, the office introduced the Paperless Alumni Oath (PAO) where graduating students read from the digital screens provided at the congregation conference hall or better still read from the brochure. Similarly, the office sends all graduating students' congratulatory messages immediately after administering the alumni oath to welcome them to the Alumni fold of this great institution.

UCC Alumni Salute

This is also an electronic media platform that has been designed by the office to celebrate and congratulate UCC Alumni who have been appointed into higher offices in their respective fields of endeavors. Alumni who have achieved such accomplishment if well acknowledged and celebrated help in nurturing or maintaining long-lasting relationships, promote sense of belongingness and increase relationships with the Alumni Association and the University at large.

CONCLUSION

With the growing recognition of the concept of advancement due to its importance to the budgets of individual universities and building lasting relationships with other stakeholders; especially alumni, donors, etc., the concept has become a far more integral aspect of higher education management. Most Universities in Ghana are yet to fully take advantage to embrace this new paradigm like UCC.

CHAPLAINCY UNIT

INTRODUCTION

The Chaplaincy Unit of the University of Cape Coast is regulated by the Chaplaincy Committee. The Unit was established 1969 to cater for the spiritual and emotional needs of members of the entire University Community. The Committee coordinates the activities of four main Chaplaincies, namely: the Anglican Chaplaincy; the Catholic Chaplaincy; the Protestant and Pentecostal Chaplaincy Committee, and the Muslim Chaplaincy.

VISION

- To ensure moderation in worship by all religious groups on campus.
- To cater for the spiritual needs of members of the University community.
- To provide guidance to students in their worship.
- To provide support to religious groups on campus by linking them to management and other external religious bodies.
- To ensure that there is freedom of worship and association for members of the University community.

MISSION

The Chaplaincy Unit strives to provide equal opportunity for all registered religious groups or denominations on campus under the four main chaplaincies to organise religious activities with the support of the University.

CORE VALUES

In pursuit of the attainment of our vision and mission, the Unit has been guided by virtues like fear of God, integrity, unity, discipline, and love.

STAFFING

During the year under review, the Unit had one (1) senior member and three (3) supporting staff, one (1) nation builders corp. and two national service persons. They were:

- Rev. Prof. Seth Asare-Danso (Head & Chairman of Chaplaincy Committee),
- Rev. Patrick Quampah (Chief Administrative Assistant),
- Mr. Steven Williams (Administrative Assistant),
- Madam Elizabeth Hammond (Messenger/Cleaner),
- Mr. Alfred Asiedu Bosu (Nation Builders Corp),
- Mr. Mark Eshun (National Service Person),
- Mr. Pious Yao Nudekor (National Service Person).

STUDENTS SUPPORT SERVICES

The Chaplaincy Unit, in conjunction with the Office of the Dean of Students, has been assisting needy students. The existence and availability of this service (Students Emergency Relief Fund and Students Welfare Fund) to students re-echoed that Chaplaincy Unit shows concern about the welfare of junior members of the University with regards to their personal, academic, residential matters.

PHYSICAL STRUCTURES AND INFRASTRUCTURE

The Chapel (House of Prayer), which is at the Old Site of the University campus, is being renovated.

The Chaplaincy Unit is now located opposite the Students Records Section and adjacent to the Procurement Office.

PARTNERSHIP AND LINKAGES

The Unit has been liaising with Heads of Churches in relation to organising University wide or interdenominational joint services, crusades, among others. Usually Heads of Denominations are invited as speakers or preachers at such programmes.

FUTURE PLANS

The Committee is planning towards the building of a 6000-seater capacity worship centre. The Committee intends to register denominational groups on campus that are yet to be registered but have their own genuine places of worship in the University community to be registered to operate. This could enhance their co-ordination and monitoring. The committee will make efforts to ensure a sense of oneness amongst the various religious groups on campus since this will go a long way to promote peace in the University Community.

GRADUATE STUDENTS' ASSOCIATION OF GHANA

INTRODUCTION

The Graduate Students' Association of Ghana (GRASAG) was founded in the year 1993 to promote, improve, and coordinate postgraduate studies and the lives of the students pursuing these studies in all tertiary institutions in the country. GRASAG-UCC is the University of Cape Coast Chapter of the national body which represents the welfare and interest of all postgraduate students in the University's three streams of regular, sandwich, and distance. The Association's focus for the 2019/2020 was to equip members in the various research methods and tools through seminars and workshops, make available research funding opportunities, improve communication, advocate the welfare and interest of members, and improve physical infrastructure. The Executive Council and Secretariat Staff for the 2019/2020 academic year comprised of:

- Albert Awortwi Sagoe - President
- Hilda Boahemaa Bannor - Vice-President
- Samuel Gyandoh Panti - Secretary
- Cosmos Amoah - Treasurer
- Theophilus Osei Peprah - Financial Secretary
- Emmanuel Ekow Egyir - Organising Secretary
- Joanna Awortwe Mensah - Women's Commissioner
- Enoch Yaw Kuttin - Public Relations Officer
- Adelaide Osei Tutu - National Service Personnel
- Diana Naa Densua Tackie - National Service Personnel
- John Owu - Driver

VISION

To seek the academic, religious, social, and general welfare of all students pursuing graduate studies at the University of Cape Coast.

MISSION

To mobilise, organise, resource, motivate and promote the Graduate Student of the University of Cape Coast for excellence in research and maximum impact in national development.

ACTIVITIES FOR ACADEMIC YEAR

- E-Resource Seminar for sandwich students.
- Socialisation tour for sandwich students.
- End of year dinner for final year sandwich students.
- Interaction with the College of Distance Education students during Orientation.
- Research Seminar '19.
- Inter-Halls Sports Competition.
- Inter-College Research Workshop.
- 'Cakepreneur' Workshop; and
- Senate and General Assembly meetings.

PHYSICAL INFRASTRUCTURE

A new Research Commons was put up and duly inaugurated on October 21, 2019 with the support and funding from the Chancellor, Sir Dr. Sam Jonah, and University Management. The association also refurbished the Graduate Study Centre at the Sam Jonah Library by installing a biometric door access control, providing forty (40) new swivel chairs and water dispensers. The Resource Centre at the Valco Trust Graduate Hall also saw some renovation by replacing the chairs, tables, couch, and air conditioners in the office. A vacuum cleaner was also procured to aid the cleaning of the study and resource centres. To boost the public relations efforts of the Association, two pull up banners were procured.

FUTURE PLANS

- Procurement of 40-seater Coaster Bus; and
- Establishment of Snack Bar and Business Centre.



The Chancellor and Pro Vice-Chancellor inspecting facilities at the Research Commons.



Undergraduate students at a workshop.

SCHOOL OF GRADUATE STUDIES

INTRODUCTION

The School of Graduate Studies (SGS) began as a Committee on Higher Degrees, with a mandate to advise Senate on the University's graduate scholarship policy and recommend the award of scholarships for approval. In 1992, the Committee on Higher Degrees was elevated to the Board of Graduate Studies and later a School of Graduate Studies on August 1, 2008 to meet the challenges of graduate studies and research in Ghana. With effect from 1st August, 2014, the name was changed to School of Graduate Studies.

VISION

A School of Graduate Studies, UCC that is well positioned for innovative teaching and research, with a worldwide acclaim.

MISSION

To create a facilitating environment for teaching, learning and training of graduate students, equipped with initiative and leadership in key sectors of inter/national endeavour.

GENERAL FUNCTIONS

The general functions of the School of Graduate Studies are as follows:

- Give approval of candidature, course work, supervisors, theses topics, titles and synopsis for higher qualifications based on recommendations from Departmental and Faculty/School Boards.
- Recommend to Academic Board, the appointment of internal and external examiners for dissertations or theses based upon recommendations from Departmental and Faculty/School Boards.
- Give provisional approval to graduate examination results upon recommendations from Departmental and Faculty/School Boards.
- Give approval to new/revised graduate programmes upon recommendations from Departmental and Faculty/School Boards.
- Revise the regulations on graduate studies from time to time.
- Ensure that the School of Graduate Studies fulfils its statutory functions.

THE MANAGEMENT OF THE SCHOOL OF GRADUATE STUDIES

The Management of the School is made up of a Dean, Vice-Dean, Senior Assistant Registrar and an Assistant Registrar.

THE BOARD OF THE SCHOOL OF GRADUATE STUDIES

The Board of School of Graduate Studies (SGS) is a sub-committee of Academic Board and is charged with the responsibility of administering graduate education in the University. The members of the Board are as presented below:

School of Graduate Studies

Prof. Ernest L. Okorley	-	Dean	-	Chairman
Prof. Kankam Boadu	-	Vice-Dean	-	Member

College of Humanities and Legal Studies

Faculty of Arts

Rev. (Prof.) Philip Gborsong	-	Vice-Dean	-	Member
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Faculty of Social Sciences

Prof. Barima Kwabena Antwi	-	Vice-Dean	-	Member
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School for Development Studies

Dr. Frederick Koomson	-	Rep. as Vice-Dean	-	Member
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School of Economics

Dr. Camara Ekow Obeng	-	Rep. as Vice-Dean	-	Member
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School of Business

Dr. (Mrs.) Elizabeth C. Annan-Prah	-	Vice-Dean	-	Member
Prof. Anokye Mohammed Adam	-	College Representative	-	Member

College of Agriculture and Natural Sciences

School of Agriculture

Prof. Henry de Graft Acquah	-	Vice-Dean	-	Member
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School of Biological Sciences

Prof. Joseph Aggrey-Fynn	-	Vice-Dean	-	Member
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School of Physical Sciences

Prof. Emmanuel K. Essel	-	Vice-Dean	-	Member
Prof. F. N. A. Odoi	-	College Representative	-	Member

College of Health and Allied Sciences

School of Medical Sciences

Dr. Samuel Acquah	-	Vice-Dean	-	Member
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School of Nursing & Midwifery

Dr. (Mrs.) Dorcas Obiri-Yeboah	-	Dean, Rep. as Vice-Dean	-	Member
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School of Allied Health Sciences

Dr. Desmond Omane Acheampong	-	Vice-Dean	-	Member
Dr. Akwasi Anyanful	-	College Representative	-	Member

College of Education Studies

Faculty of Humanities and Social Sciences Education

Rev. Prof. Seth Asare-Danso - Vice-Dean - Member

School of Educational Development and Outreach

Prof. (Mrs.) Rosemary S. Bosu - Vice-Dean - Member

Faculty of Science and Technology Education

Prof. Sarah Darkwa - Vice-Dean - Member

Faculty of Educational Foundations

Prof. Emmanuel Kofi Gyimah - Vice-Dean - Member

Dr. Kofi Acheaw Owusu - College Representative - Member

College of Distance Education

Dr. (Mrs.) Clara Akuamoah-Boateng - College Representative - Member

Other Statutory Members

Dr. Mac-Anthony Cobblah - Librarian - Member

Mr. Jeff Teye Onyame - Director (DAA) - Member

Mr. Eugene K. Hesse - Senior Assistant Registrar (SGS) - Member/Secretary

In Attendance

Dr. Joseph Eddiebright Buadu - Coordinator, Graduate Studies Unit, CoDE

Dr. Bolanke Erinoshoh - Faculty of Law

To perform its functions successfully, the School adopts the following strategies:

- Mobilises financial resources.
- Appoints qualified staff to supervise graduate students.
- Pays promptly attractive examination fees to examiners.
- Utilises information technology for communication, records keeping and retrieval.
- Establishes links with industry and commerce for the identification of research projects.
- Introduces graduate programmes that meet diverse circumstances of the working public, e.g., through distance learning.
- Establishes integrated research facilities to cater for the needs of graduate students and faculty. These include virtual classrooms; integrated research laboratories with high-tech equipment not normally available in the departments (e.g., integrated microscopy facility for all researchers, etc.)
- Organises periodic seminars, updates, and conferences.
- Responds to the changing climate of the world of work.
- Maintains judiciously external relations, especially funding agencies and outlets.

STAFFING

During the year under review, the School had five (5) senior members and fifteen (15) supporting staff. The School's secretariat is headed by Mr. Eugene K. Hesse as Senior Assistant Registrar, with Mr. John Linscell Yen as Assistant Registrar.

KEY THRUSTS

The following key thrusts from the University's Corporate Strategic Plan (2018-2022) have been adapted by the School:

Key Thrusts

- Promote active and reflective teaching and learning environment that seeks to improve students' life and produce graduates with strong ethics and commitment to society.
- Strengthen and improve ICT infrastructure and facilities that enhance usability.
- Improve upon physical infrastructure and municipal services that support conducive working and learning environment for Graduate Students.
- Strengthen research capacity and output to position SGS as a centre of excellence.
- Embark on internalization drive that seeks to enhance the visibility of the School of Graduate Studies.
- Improve on institutional governance system that provides leadership for equal opportunity, team work, efficiency, discipline and commitment.
- Create an organisation capable of continuously learning, transforming itself and responding to change.

ACTIVITIES OF THE SCHOOL FOR THE YEAR

Students' enrolment

In the year under review, total student enrollment stood at 6407. This comprised 2266 (1402 males and 864 females) Sandwich students, 2555 (1409 males and 1146 females) Distance students and 1586 (1028 males and 558 females) Regular Students.

Award of Higher Degrees

In the year under review, the School's Board recommended 1851 candidates to the Academic Board for the award of their degrees during the September, 2019 Graduation Ceremony.

New (Revised) Graduate Programmes

In the year under review, 32 new programmes were recommended by the Board for approval by the Academic Board.

New and Revised programmes 2019/2020

Programme	Status
MPhil (Rehabilitation Counselling)	Approved
PhD/MPhil (Epidemiology)	Approved
PhD/MPhil (Immunology and Immunotherapy)	Approved
PhD/MPhil/MEd (Family Ecology Resource Management)	Approved
PhD/MPhil/MEd (Clothing and Textiles)	Approved
MPhil (Home Economics) Top-up	Approved
PhD/MPhil/MEd (Food and Nutrition)	Approved
MPhil/MA (Entrepreneurship Training and Development)	Approved
MSc (Entrepreneurial Management)	Approved

PhD/MPhil (Public Health)	Approved
Master of Public Health	Approved
MSc (Human Resource Management)	Approved
PhD/MPhil (Food Science)	Approved
MSc (Corporate Governance & Strategic Management)	Approved
PhD/MPhil/MA (Social Policy Studies)	Approved
MBA (Oil and Gas Management)	Approved
PhD/MPhil/MSc (Petroleum and Energy Studies)	Approved

OFFICE OF THE DEAN OF STUDENTS

INTRODUCTION

The Office of the Dean of Students (ODS) is responsible for the welfare of junior members of the University in relation to academic, residential and social matters. In particular, ODS is responsible for the accommodation of students in halls of residence, chaplaincy services, guidance and counselling services, and sports and recreation activities. The Office is also responsible for intra-University, inter-University and international student competitions or meetings. Furthermore, the Office is responsible for student governing bodies, organisations, clubs and societies.

VISION

To be a student-centred office committed to students' development and success.

MISSION

Provision of a conducive living-learning environment that is inclusive and supportive for the advancement of students' welfare.

STAFFING POSITION

Prof. Eugene K. M. Darteh - Dean
 Dr. Edward Kofi Ntim - Vice-Dean
 Ms. Afua Anima Gyamera - Assistant Registrar

The office has a total of eleven administrative staff supported by seven national service personnel.

ACTIVITIES

Training Workshop for Newly Elected Student Leaders

As part of activities for the election of Student Leaders for the 2019/2020 academic year, a week-long training workshop was organised from August 6 to 9, 2019. The student leaders were taken through topics such as Strategic Plan, Management of a Value Book Register and Time Management. The rest were Gender Relations and Social Issues on Campus, Channels of Communication, Daily Checks and Inspection, Mediation Training, among others.

Orientation Programme

The ODS, in collaboration with other offices, organised a 5-day orientation programme for fresh regular students from August 26 – 30, 2019. The programme was organised to orient fresh students on issues pertaining to campus security, academic matters, energy conservation, religious services, fire safety, sporting activities, anger management, health services, library services for students, disability services, and several others. Copies of the Student's Handbook and Academic Programmes, Policies and Regulations were distributed to students.

Congregation

The ODS in collaboration with other offices organised the 52nd Congregation of the University for students who successfully completed their programme of study. The 1st-5th Sessions of Congregation were held on September 9, 11, 26 and 27, 2019. A special congregation was organised for students of the College of Health and Allied Sciences on January 11, 2020. Staff of the Office of the Dean of Students together with student volunteers assisted in the distribution and collection of academic gowns.

Matriculation

The office, in collaboration with other offices, assisted in the organisation of matriculation programmes for regular and distance students. Matriculation programmes were held on September 28, 2019 for regular students and December 20, 2019 for College of Distance Education students. Staff of the Office of the Dean of Students distributed academic gowns and assisted in the robing of members of convocation. Also, the Office ensured that students signed the matriculation oath.

Hall Week Celebrations/Students Representative Council (SRC) Week

At the beginning of the second semester of the 2019/2020 academic year, all halls of residence were scheduled to celebrate their weeks from February 10 to March 22, 2020. The Dean of Students subsequently launched the Hall Week Celebrations on February 5, 2020 at the Campus Broadcasting Service. However, only Atlantic, Kwame Nkrumah, Oguaa and SRC Halls celebrated their weeks. The remaining celebrations were temporarily suspended by Management of the University due to violent clashes and acts of vandalism among students on February 22, 2020.

Clash between Students of Atlantic and Oguaa Halls

There was a clash between students of Atlantic and Oguaa Halls during the early hours of February 22, 2020 resulting in the destruction of property with some students sustaining various degrees of injuries. The brawl was reportedly sparked by activities which were part of Oguaa Hall's Annual Week Celebrations. Investigations are ongoing to bring the perpetrators to book.

UniGeek Challenge

Leann Consult, in partnership with the Ministry of Education and MTN, collaborated with ODS to organise the maiden edition of the University GEEK Challenge. The aim of the challenge was to test students' knowledge on digital technology, reward them, and create a platform for students to exploit the virtual world of digitization. The UniGeek challenge was launched on February 28, 2020 at the MTN Head Office with five students and a coach representing the

University. However, the main competition was postponed due to the COVID-19 pandemic.

Election of SRC /Local NUGS /GRASAG /JCRC Executives

The Students' Handbook requires that general election for student leaders are held in the second semester of each academic year and in the last week of March. Vetting and Electoral Committees were constituted to oversee the vetting and electoral process. Students were scheduled to vote on March 26, 2020; however, the election processes were suspended on March 15, 2020 due to the directive from the President of Ghana, asking all schools to be closed because of the COVID-19 pandemic.

Career Guidance Training Session by GIZ

The Ghanaian-German Centre for Jobs, Migration and Reintegration, in collaboration with the Ministry of Employment and Labour Relations, organised a Career Training Programme for students on March 12, 2020 at Auditorium 900. The programme sought to groom students for the job market.

Support to Bereaved Families

In the unfortunate incident of the passing away of a student of the University, the Office of the Dean of Students is mandated by the Management of UCC to provide support to families of bereaved students. The office provides a coffin or its monetary equivalent, a bus to transport students and some members of faculty to the venue for the final funeral rites. In the event where the body of the deceased is at the University mortuary, a hearse is provided to convey the body to the venue for the final funeral rites. The Office represented and supported families in all the funerals that were reported.

Financial Support for Students

A Students' Financial Support Committee has been inaugurated by the University to provide financial assistance to students. In view of this, all applications of SERF, SWAF and SHAF have been referred to this committee.

Sponsorships

Students of the University received financial assistance from Barclays Bank (now ABSA) and Ghana National Petroleum Corporation. Such support covers tuition fees, accommodation and stipend. Students are also given opportunities to undertake internships during the vacation and also undertake Cooperate Social Responsibility.

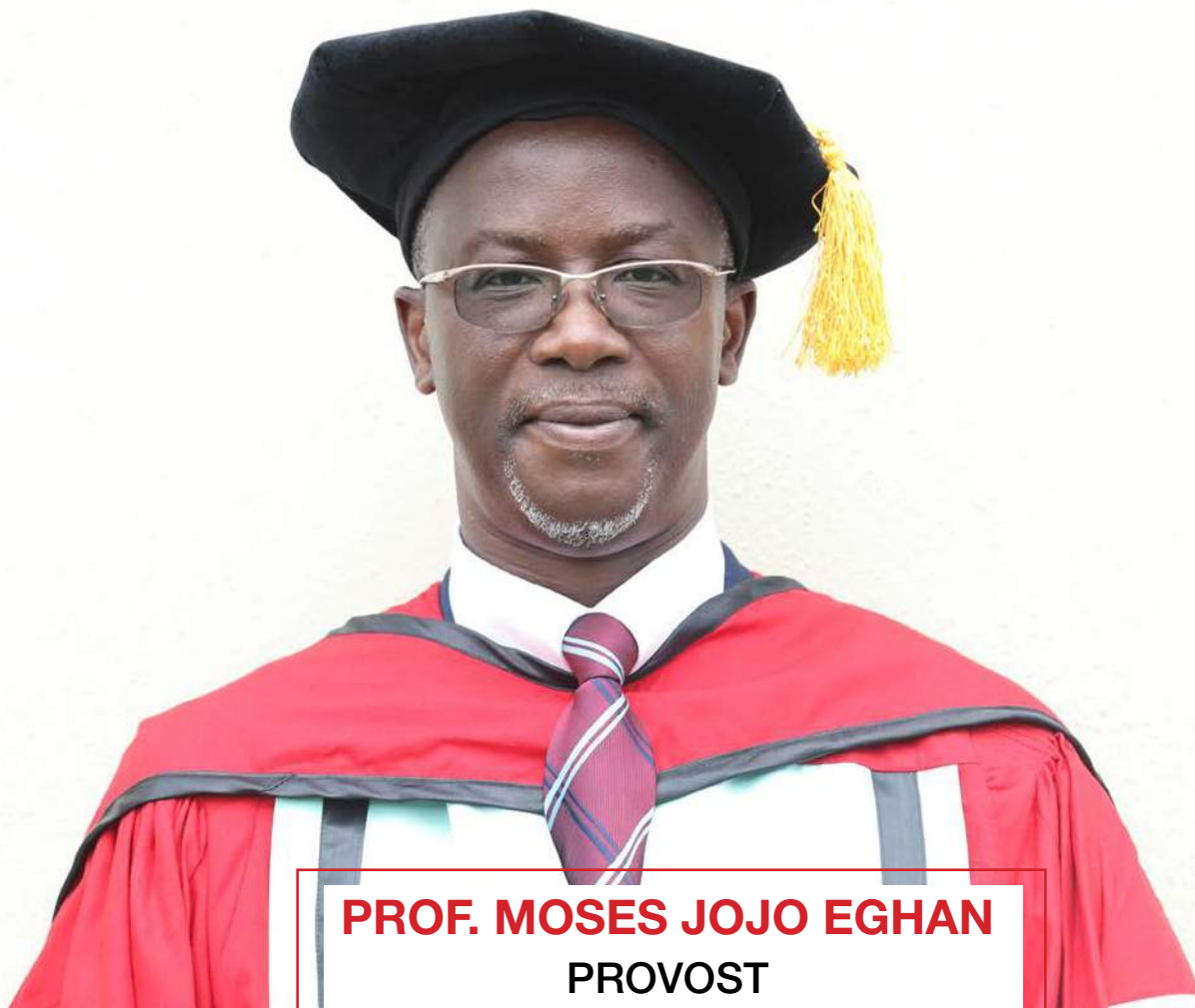
Participation in Pan-African Universities Debate Championship 2019

Students of the University participated in the 12th Edition of the Pan-African Universities Debate Championship held at KNUST from December 8-16, 2019 and under the theme "Promoting the new African Narrative". The championship which was the biggest debate competition in Africa, provided the students opportunity to interrogate issues of African and global importance.

FUTURE PLANS

The Office has the following plans:

- Building an Office Complex
- Establishing a Laundry Service
- Producing academic gowns
- Suring more sponsorship for students
- Expanding and renovating works on accommodation facilities for students
- Improving security for students
- Pre-empting early warning signals for students' wellbeing



PROF. MOSES JOJO EGHAN
PROVOST

COLLEGE OF AGRICULTURE AND NATURAL SCIENCES

INTRODUCTION

A revision of the mandate of the University of Cape Coast led to the re-organisation of the Management of the University including the adoption of the Collegiate System. The College of Agriculture and Natural Sciences (CANS) is one of the five Colleges that were instituted at the University of Cape Coast (UCC) on August 1, 2014. It comprises three Schools which are the School of Agriculture, the School of Biological Sciences, and the School of Physical Sciences. The College sees the need to forge ahead strategically to support its three Schools to achieve their objectives and to further help the University achieve its vision and mission.

The College recognises that many of today's research questions cut across traditional subject boundaries. Examples include energy, environment, and biodiversity conservation. Thus, the College's all-embracing philosophy is that strong core disciplines need to be combined with mechanisms to promote collaboration. The College, therefore, builds upon its current disciplinary strengths to encourage intellectual cross-fertilization. The highest priority proposed in the next five years is to sustain and enhance faculty excellence with special emphasis on promoting and recognizing excellence and leadership in research, scholarship, and creativity. These would lead to the enrolment, education and graduation of the most deserving, promising, and diverse student body possible.

We endeavor to provide all students with education that is innovative, distinctive, and of the highest quality and to inspire in them a zest for life-long learning. Alongside this, the College strengthens public engagement of University education, research with local, national and international communities.

OVERVIEW

The College comprises three Schools and their Departments/Centre/Units

School of Agriculture

- Department of Agricultural Economics and Extension
- Department of Agricultural Engineering
- Department of Animal Science
- Department of Crop Science
- Department of Soil Science
- Technology Village
- Meat Processing Unit

School of Biological Sciences

- Department of Biochemistry
- Department of Conservation Biology and Entomology
- Department of Environmental Science
- Department of Fisheries and Aquatic Sciences
- Department of Molecular Biology and Biotechnology
- Department of Forensic Sciences
- Centre for Coastal Management

School of Physical Sciences

- Department of Chemistry
- Department of Water and Sanitation
- Department of Computer Science and Information Technology
- Department of Laboratory Technology
- Department of Mathematics
- Department of Statistics
- Department of Physics
- Laser and Fibre Optics Centre
- Computer Centre

Programmes offered in the various Departments of all the Schools in CANS reflect the possibility of synergistic activities (of faculty, students, and staff) in teaching, research, and extension services that can provide the needed education and training of both faculty and students. This will help CANS position itself as a centre of excellence for both basic and applied sciences.

MANAGEMENT OF THE COLLEGE

- Prof. Moses Jojo Eghan - Provost
- Mrs. Mildred Asmah - College Registrar
- Mr. Eric Awotwi - Ag. College Finance Officer

Deans of Schools

- Prof. Elvis Asare Bediako - School of Agriculture
- Prof. Justice K. Sarfo - School of Biological Sciences
- Prof. Ruphino Zugle - Ag. School of Physical Sciences

Vice-Deans

- Prof. Henry De-Graft Acquah - School of Agriculture
- Prof. Joseph Aggrey-Fynn - School of Biological Sciences
- Prof. Emmanuel Essel - Ag. School of Physical Sciences

List of Non –Academic Staff

- Mr. Raymond Bentil - Principal Admin. Assistant
- Miss Georgina Akua Denkyi - Senior Admin. Assistant
- Mr. Evans Mbroh - Senior Hall Assistant/ Facility Manager
- Mr. John Ackon - Messenger/Cleaner
- Mr. Robert Fynn - Cleaner

VISION

To be a College that is exquisitely adept in training, research and extension in Basic and Applied Sciences.

MISSION

The College of Agriculture and Natural Sciences has positioned itself to enable the Schools of Agriculture, Biological and Physical to:

- Prepare undergraduate and postgraduate students to be innovative scientists and educators.
- Collaborate and link up with other relevant stakeholders to achieve the stated vision of the College.
- Train and upgrade farmers and other stakeholders with research-based knowledge to increase their agricultural productivity.
- Attract, retain and develop outstanding diverse academic and support staff for achieving the College's vision.
- Harmonise physical, human, and material resources to achieve the College's vision.

STUDENTS' ENROLMENT

	TOTAL
School of Agriculture	- 713
School of Biological Sciences	- 1119
School of Physical Sciences	- 2371

CONFERENCES AND WORKSHOPS ATTENDED BY THE PROVOST

- 10th AFSIN workshop on “Using Simple Tools for Advanced Research in Optical Spectroscopy and Multispectral Imaging”, July 22 - 30, 2019, University of Cape Coast, Ghana.
- 2nd Conference on Fisheries and Coastal Environment (CFCE), Fisheries and Coastal Governance in Contemporary Times. August 19 – 21, 2019, Accra, Ghana.

- The 31st Biennial Conference of the Ghana Science Association (GSA) Promoting Science, Technology and Innovation for Sustainable Growth and development, July 30 - August 2, 2019, University of Cape Coast, Ghana.

SCHOOL OF AGRICULTURE

INTRODUCTION

The School of Agriculture has a vision to be an outstanding School that provides quality leadership in agricultural education and engages in cutting edge research and innovative extension. To achieve this vision, the School will continue to regularly revitalize its curricula to be responsive to current and emerging challenges in agriculture, attract and retain excellent faculty to provide highly competitive and relevant quality agricultural education, research and extension. In all its efforts, the School will collaborate with relevant stakeholders. By fulfilling its mission and vision, the School of Agriculture seeks to satisfy community, national and international agricultural education needs. It also seeks to satisfy individual aspirations in agricultural education, research, training and extension. The School has five academic departments:

- Department of Animal Science
- Department of Crop Science
- Department of Agricultural Economics and Extension
- Department of Agricultural Engineering
- Department of Soil Science

In addition, there are four (4) specialised units:

- Teaching and Research Farm
- Alex Carson Technology Centre
- Meat Processing Unit
- Sasakawa Guest Centre

STUDENTS' SUPPORT SERVICES

The School has academic counsellors in the various departments who offer assistance to students to help them make appropriate decisions and to them obtain good grades. The School also engages students during Staff-Student Consultative Meetings to address issues relating to students.

The School organised a Research Seminar Series for its Students in November 2019. The International Association of Students in Agriculture & Natural Sciences (IAAS) of the School also celebrated its 40th Green Week from March 16 - 20, 2020. Programmes and activities during the Green Week celebration included seminars, tree planting exercise, health walk, and training in rearing of animals and vegetable production.

The School has a Data Science Unit which is mandated to train both academic staff and students in handling and processing research data; offer advisory support to researchers (both within and outside the School) and to partner public and private agricultural and related institutions to collect and process research data. This is to aid decision and policy making for private and public institutions, focusing on agriculture in the country as a whole.

Undergraduate Students' enrolment in the School according to Programmes/Levels for the 2019/2020 Academic Year

PROGRAMME	LEVEL 100	LEVEL 200	LEVEL 300	LEVEL 400	TOTAL
BSc Agric (Regular)	86	47	52	56	241
BSc Agribusiness	47	34	48	35	164
BSc Agric Extension and Comm. Dev't.	9	10	8	6	33
BSc Agric Extension	0	0	7	13	20
BSc Agro Processing	34	13	4	3	54
BSc Animal Production		0	4	4	8
BSc Agric (Weekend Top-Up)		84	75	40	193
Total	176	188	198	157	713

Postgraduate Enrolment in the School for the 2019/2020 Academic Year

In 2019/2020 academic year, the School of Agriculture enrolled Thirty-Eight (38) MPhil Students in Level 800 and Nineteen (19) PhD. Students in Level 900.

PHYSICAL STRUCTURES AND VIRTUAL INFRASTRUCTURE

The School of Agriculture, University of Cape Coast in collaboration with Exim Bank and Agri-Impact Consult has put up ten (10) Greenhouses for the production of vegetables.

TEACHING AND RESEARCH FARM

There has been an increase in layer flock from Two Thousand Two Hundred and Eighty (2,280) birds to Eight Thousand (8,000) birds. This is to ensure One Hundred and Fifty (150) to Two Hundred (200) crates of eggs are produced daily on the farm for sale. This is a significant increase (300%) in egg production.

The Teaching and Research Farm has also introduced a broiler value chain project. Broiler birds are reared, dressed, cut out, packaged into boxes and sold to restaurants in and around the University, members of the University community, and the general public.

The Farm has expanded its micro plantation by adding two (2) acres of eighty (80) seedlings of mangoes to the already existing thirty (30) acres. Another two (2) acres has also been added to its citrus plantation. Aside these, the Farm has established a two and half (2½) acre improved *napier grass* pasture to ensure zero grazing of its cattle outside the premises of the Farm.

ALEX CARSON TECHNOLOGY CENTRE

The Centre organised some training programmes in partnership with other departments in the School to train farmers on *pineapple crown* (planting material) multiplication with funding from the Skills Development Fund (SDF).

The Centre refurbished its semi-intensive housing unit to house grasscutters and made it available to students of the Department of Animal Science for practicals. Grasscutter production started at the Centre and increased from five (5) animals to eighteen (18).

In order to provide security for staff and students at night, the Unit installed six (6) security lights around its compound. Some equipment were also acquired, including, a mower to maintain the lawns.

MEAT PROCESSING UNIT

The Unit continued to serve as a teaching and demonstration laboratory for all activities concerning meat production, from the slaughter house through choice cuts to meat products preparation and processing for some undergraduate and postgraduate courses.

The Unit obtains supplies of live and dressed animals from the Teaching and Research Farm for processing. Where the Farm is unable to supply, the Unit relies on supply from trained farmers in and around Cape Coast.

The Unit sells the following products: beef, fresh pork, fresh and smoked chicken, fresh and smoked rabbit meat, and processed pork products (streaky bacon, smoked ham and back bacon) to members of the University community and beyond.

SASAKAWA GUEST CENTRE

The Sasakawa Guest Centre established under School of Agriculture to support its SAFE programme. It also provides services to the College of Agriculture and Natural Sciences, the University and Cape Coast Community. The Centre has, thus, carried major renovation works in all the chalets, guest house, conference rooms, restaurant and kitchen. The refurbishment forestall and strengthened the security system by providing new security lights and burglar proof at all the vantage points within the Guest House and Chalets area.

Further the Centre put in place new fixtures, public address system, kitchen utensils and procured new tags as well as uniforms for all staff. Five (5) more staff were recruited (a Store keeper and Gardener) to beef up the staff strength.

DEPARTMENT OF ANIMAL SCIENCE

INTRODUCTION

The Department of Animal Science was established as one of five academic Departments of the School of Agriculture, College of Agriculture and Natural Sciences, UCC. The Department owns a Rabbitry, and runs a Meat Processing Unit to offer Teaching, Research and Extension services to the general public.

VISION

The vision of the Department is to become a Centre of Excellence in teaching, research and extension on climate resilient Animal Production.

RESEARCH FOCUS

The Department's research focus is *“developing suitable rabbit breeds, and high quality but affordable feed for improved meat quality, to enhance food security in Ghana and beyond”*. To make this possible, the Department is in the process of developing its Rabbitry into a

Centre of Excellence in rabbit research and training. Support has been obtained from the Directorate of Research, Innovation and Consultancy (DRIC) of the UCC, to carry out research into affordable but nutritious feed for use in rabbit production. The future plan is to develop a highly productive breed of rabbits which are adaptable to the Ghanaian environment.

ACADEMIC PROGRAMMES

The Department continues to run its post-diploma programme (BSc Animal Production) which was started in the 2016/2017 academic year. In addition, the Department teaches courses for the BSc Agriculture, BSc Agro-processing, BSc Agribusiness, BSc Agriculture Extension and Community Development, and the BSc Agricultural Extension Programmes within the School of Agriculture.

NEW ACADEMIC PROGRAMME

The Department has developed a new academic programme (BSc Meat Science and Technology), currently with the Academic Planning and Monitoring Committee (APMC) for consideration. The new programme intends to start in the 2021/2022 academic year.

STUDENTS' ENROLMENT

Currently, the Department has eleven (11) postgraduate students, comprising six (6) PhDs and five (5) MPhil students at various stages of completion.

STUDENTS' SUPPORT SERVICES

One of the offices in the Department has been modified into a coffee room for students who close from one lecture, and are waiting for the next. The space also provides a good platform for staff and students to interact outside the lecture theatre. Senior members in the Department continue to offer academic advice to students, and those with peculiar challenges are directed to the Counselling Centre of the University, for assistance.

STAFFING SITUATION

The Department is facing serious staffing challenges. There are currently only four (4) academic senior members in the Department. These comprise two (2) in active service, and two (2) on post-retirement contract appointments which will end soon. In addition, there are three (3) Teaching Associates; one has completed his PhD programme and is doubling as Acting Manager of the Teaching and Research Farm, the second has submitted his PhD thesis for external assessment, and the third is about to enroll on a PhD programme. Also, the Department has one (1) Administrative Assistant, one (1) Senior Clerk, and one (1) Messenger/Cleaner.

Applications for Lectureship positions were received from three (3) applicants. The Department interacted with them, and recommended them for employment. Their appointment will go a long way to fill some of the vacant positions created by retired staff.

STAFF DEVELOPMENT/AWARD/ACHIEVEMENT

The Department won a research grant of GH¢ 8,895.00 from the University, through the Directorate of Research, Innovation and Consultancy (DRIC), to conduct research into the potential of water hyacinth plant as a feed ingredient in rabbit rations, and assess its effects

on meat quality.

INTERNATIONAL PARTNERSHIPS AND INDUSTRY LINKAGES

The Department contributes to a radio programme on ATL FM (100.5 MHZ) to discuss livestock-related issues. This is aimed at addressing challenges of livestock farmers in Ghana and beyond. The Department also collaborates with the West African Centre for the Protection of Animal Welfare (WACPAW), and the Eyes on Animal (EoA) from the Netherlands to train livestock vendors and butchers in humane handling and slaughter of food animals, for improved animal welfare and meat quality in Ghana. In October 2019 the collaborators donated humane slaughter equipment, a set of butchers' knives and electric knife sharpeners to the Meat Processing Unit. The Department also successfully organised three (3) short courses for a total of 46 pig and poultry farmers across West Africa. Among the trainees were participants from Ghana, Nigeria, Mali and Burkina Faso.

FUTURE PLANS

The Department plans to introduce another academic programme in future, namely BSc Management of Livestock Enterprises, to meet industry demands. The Department is working hard to upgrade the Rabbitry into a Centre of Excellence in rabbit research and training. In addition, plans are far advanced to start a fish farm to support the practical components of the BSc Meat Science and Technology programme, and produce fresh and process fish for the University community and beyond.

MEAT PROCESSING UNIT

The Meat Processing Unit (MPU) is a Teaching, Research and Extension Unit run by the Department of Animal Science.

MANDATE

The Unit is mandated to:

- Serve as a laboratory for the teaching of the practical components of the Meat Science and Technology courses (AAS 407A, AGP 301) to both BSc Agricultural and Agro-processing students. It also serves as a laboratory for carrying out research into meat and meat products development.
- Provide healthy and choice cut fresh meat and processed meat products to the University community and the larger Cape Coast & Elmina communities.
- Provide training for individuals and organisations interested in acceptable methods of meat production and meat product development.

STUDENTS' PRACTICAL

The Unit continued to serve as a teaching and demonstration laboratory for all activities concerning meat production, from the slaughter house through choice cuts to meat products preparation and processing for some undergraduate and postgraduate courses.

COMMERCIAL ACTIVITIES

Livestock Purchases and Processing

The Unit obtains supplies of live and dressed animals from the Teaching and Research Farm for processing. Where the Farm is unable to supply, the Unit relies on supply from trained farmers in and around Cape Coast.

MEAT AND MEAT PRODUCTS SOLD

The Unit sells the following products: beef, fresh pork, fresh and smoked chicken, fresh and smoked rabbit meat, and processed pork products (streaky bacon, smoked ham and back bacon) to members of the University community and beyond.

CHALLENGES

- To meet the demand for more chicken products and to increase revenue, the Unit requires automatic de feathering machine to be able to dress and process more chicken at a time.
- The Unit urgently needs a standby generator to power the cold store during periods of prolong power outages.

Finding solutions to the listed challenges could put the Unit in a better position to serve the community.

DEPARTMENT OF AGRICULTURAL ECONOMICS AND EXTENSION

INTRODUCTION

The Department of Agricultural Economics and Extension is one of the five Departments in the School of Agriculture, College of Agriculture and Natural Sciences at the University of Cape Coast, Ghana. The Department provides quality leadership in Agricultural Economics and Agribusiness, Extension Education, Non-Governmental Organisations' studies, Community Development, and cutting edge research and innovative outreach for community development at the undergraduate and postgraduate levels of education. The Department also supports the Sasakawa Management Board to oversee the operations of the Sasakawa Guest Centre. Beyond its teaching activities, the Department reviews and revitalizes curricula to make them more responsive to current and emerging challenges, and attract and retain excellent faculty to provide highly competitive and relevant quality education, research and extension collaboration with relevant stakeholders. Faculty members are offered the opportunity to pursue research agenda in the areas of Agricultural Economics, Agribusiness, Agricultural Extension and Non-Governmental Organisations Studies and Management, and Community Development.

The Department handled over ninety (90) undergraduate and postgraduate courses in the 2019/2020 academic year. Furthermore, it has successfully implemented over 38 Supervised Agribusiness Projects (SAPs) and 30 Supervised Enterprise Projects (SEPs) among farmers in communities within Ghana during the 2019/2020 academic year.

STAFF DEVELOPMENT/AWARDS

DANIDA Project: Building Vegetable Farmers Resilience to Climate Change: From March 1, 2020 and end on February 28, 2025. Inter-Faculty and Inter-University joint project with Aarhus University Denmark, University of Cape Coast (UCC), University of Ghana and CSIR. The

Department, led by Dr. Alexander T. K. Nuer, and supported by Prof Henry De-Graft Acquah and Mr. Lawrence Acheampong, will train one MPhil Agribusiness/Agricultural Economics student during the period. New Business Model for smallholder farmers in the eggplant and okra value chains will further be developed. (Currency) DKK 11, 999,444.

Dr. Samuel K. N. Dadzie undertook project on Risk Attitudes and Crop Diversification as Climate Smart Strategy Nexus: Implication for Food and Nutrition Security in Ghanaian Farm Households (2019 – ongoing DRIC funded projects)

Dr. Martin Bosompem from November 11-22, 2019 participated in Capacity Building Workshop in Building Expertise and Training for growth in consumer goods and food processing in Ghana, (BET, Ghana) Bonn-Rhein-Sieg University of Applied Sciences, Campus Sankt Augustin, Sankt Augustin, Germany. 2019-2022: BET. Hochschule Bonn-Rhein-Sieg University of Applied Sciences and the University of Cape Coast. This project is funded by DAAD/BMZ (Amount: 630 000 Euros).

Prof. Henry De-Graft Acquah and Dr. Rebecca Owusu Coffie participated in a workshop on improving rice integrity and managing food fraud at the University of Cape Coast, August 1, 2019. Dr. Selorm Akaba has also been upgraded from the position of an Assistant Lecturer to a Lecturer after successful completion of his PhD programme.

STUDENTS' SUPPORT SERVICES

The Department continued to counsel students on learning strategies and career choice in agriculture, business and community development. The academic counsellors also handled many cases such as bereavement, student relationships, grading and deferment of programmes, psychiatric challenges and others that affected students' welfare. The Department has developed a research agenda which clearly guide staff and students in their research activities. The Department also engaged students during Staff-Students Consultative Meetings and other fora to address issues relating to students. A Quality Assurance Officer has been appointed at the Department to ensure reflective teaching and learning in the Department.

PHYSICAL STRUCTURES

The Department has refurbished the Sasakawa Conference room and Discussion room 2 with a 120 and 30 seater conference chairs respectively. This has facilitated the hosting of local and international conferences, seminars and workshops in the school. E.g. RUFORUM Annual General Meeting [AGM] was held in the Sasakawa Conference room in December 2019.

The Department also refurbished an office for the Accountant (Sasakawa Guest Centre), students' hostel, and other offices to enhance teaching and learning. The Sasakawa Guest Centre Complex namely the Restaurant, Conference Centre, Hostel and Chalets received massive renovation to bring them to acceptable standards.

INTERNATIONAL PARTNERSHIPS AND INDUSTRY LINKAGES

Collaboration with Department of Agri-preneurship, Kumasi Technical University (KaTU) has resulted in the development of a memorandum of understanding (MOU) to facilitate mentorship, joint-research, capacity building and knowledge development with the new department at

KaTU.

The Department organised Sasakawa Africa Fund for Extension Education (SAFE) Stakeholders' Workshop on October 24, 2019 in Ghana to address the dwindling number of candidates into the Diploma and Post-Diploma programmes in Agricultural Extension at Kwadaso Agriculture College and the University of Cape Coast respectively.

The Department has established a link with the major stakeholders in Local Government Services and Ministry of Food and Agriculture in SAFE programmes to supply staff (Agricultural Extension officers as prospective students) for the BSc Agricultural Extension Programme in University of Cape Coast. A draft MoU between the Department and Local Government Service has been developed for final review.

ACADEMIC PROGRAMMES

Department of Agricultural Economics and Extension has revised the PhD Agricultural Extension, MPhil Agricultural Extension, BSc Agricultural Extension, BSc Agricultural Extension and Community Development, PhD Agricultural Economics, MPhil Agricultural Economics, BSc Agribusiness, PhD NGO Studies and Community Development, MPhil NGO Studies and Community Development, and MSc NGO Studies and Management Curriculum for Re-Accreditation by NAB, Ghana.

FUTURE PLANS

The Department continues to develop new academic programmes at the undergraduate and postgraduate levels. Currently, a BSc in Agricultural Resource Economics and an MBA in Agribusiness programmes are at the advanced stage of development.

DEPARTMENT OF CROP SCIENCE

INTRODUCTION

The Department of Crop Science is one of the five Departments in the School of Agriculture with the aim of providing training in the area of Crop Science to graduate and undergraduate students offering various programmes in the School of Agriculture. It also aids the transfer of knowledge and technologies to extension agents, farmers and other end-users through on-farm adaptive trials, conferences, workshops and short-term training programmes. The Department is made up of two Professors, six Senior Lecturers, three Lecturers and two Teaching Associates.

The Department maintained its research focus on "Climate change and sustainable crop production" with faculty carrying out the following research activities: Cowpea and soybean mutation breeding for high yield and resistance to biotic and abiotic stress; multilocational yield trial of mutant cassava for high carotenoid content, yield and resistance to biotic and abiotic stress; collection and characterization of tigernut germplasm for high yield and resistance to biotic and abiotic stress; assessing the diversity of macrofungi in Ghana; screening for root system and rhizo-sheath traits of cowpea to boost protein production within phosphorus-limited subsistence farming systems; assessing the biological potentials of Trichoderma species against soil borne pathogens in Ghana as myco-pesticides for the management of

plant diseases.

A highlight of its research activities is the final approval by Ministry of Food and Agriculture for the release of five (5) cassava varieties. This was a collaborative research between the Department and Ghana Atomic Energy Commission (GAEC). Three of the varieties (yellow flesh) are higher in carotenoids than released yellow flesh varieties, tolerant to Cassava Mosaic Disease (CMD) and high yielding. The remaining two of the varieties (white flesh) have high dry matter content, resistant to CMD and high yielding. The varieties are:

Variety Name	-	Flesh Colour
Nyonku bankye	-	Yellow
Kponu bankye	-	Yellow
Tetteh bankye	-	Yellow
Fufuohene	-	White
Ampesihemaa	-	White

STAFF DEVELOPMENT/AWARDS

Two Teaching Associates successfully completed their PhD and have resumed work in the Department. A senior lecturer and one research associate are at various stages of completion of their PhDs.

Dr. Michael Osei Adu, Dr. Paul Agu Asare, Prof. Jonathan Padi Tetteh and other researchers from the school and some other institutions in Ghana in collaboration with Aarhus University won a Research Grant for a 5-year project titled “Building vegetable farmers resilience to climate change” at a value of DKK 11,999,444.00 from the Ministry of Foreign Affairs, Denmark. The team from the Department is responsible for one of the five work packages of the project valued at DKK 1,461,598.00.

Dr. Micheal Osei Adu and Dr. Josiah Tachie-Menson, in collaboration with other two researchers, organised a 3-day workshop on meta-analysis for the University community.

Dr. Paul Agu Asare, Dr. Michael Osei Adu, Dr. Emmanuel Afutu, and Prof. J. P. Tetteh attended a week training workshop on Demand-Led Variety Design and Development at University of Ghana.

PHYSICAL STRUCTURE AND VIRTUAL INFRASTRUCTURE

Two large screen houses donated to the Department through the Agrifose Project have been moved and reinstalled as the Technology Village.

INTERNATIONAL PARTNERSHIPS AND INDUSTRY LINKAGES

At the national level, the Department through Dr. Josiah Wilson Tachie-Menson and trained officers from Ministry of Agriculture from three Districts in the Central Region on the Integrated Pest Management for the production of vegetables with emphasis on tomato. Dr. Kwekucher Ackah also organised training for Agriculture Directors in Western and Western North regions on management of diseases on vegetables.

In addition, the Department participated in a radio programme on ATL FM to educate farmers and other interested persons on best practices in crops production and the safe use and

handling of pesticides.

FUTURE PLANS

The Department has submitted two new programmes (BSc Horticulture and BSc Agroforestry and Forest Management) to Academic Board and it is envisaged that it will start offering them by the year 2020. The Department also looks forward to releasing more cassava varieties with improved productivity for the benefit of the nation and to becoming a School.

DEPARTMENT OF AGRICULTURAL ENGINEERING

INTRODUCTION

The Department of Agricultural Engineering was established in 1991 as one of the five academic Departments in the School of Agriculture. The department trains student to provide engineering solutions to agricultural production through water and soil engineering, agro-processing technologies, farm structures and design of machinery for land preparation, agronomic practices, irrigation, and food processing activities.

VISION

An academic Department strongly positioned for competitive leadership in Agricultural Engineering education and innovative technologies to promote Agricultural production and livelihood improvement in Ghana and beyond.

MISSION

To develop and offer demand-driven Agricultural Engineering programmes and pursue active research and outreach to promote Agricultural Engineering Technologies.

RESEARCH FOCUS

The scope of study and research in the Department covers four key specialist areas, which include:

- Farm power and Machinery Engineering (design, fabrication, operation and maintenance of agricultural power sources, tools and machinery for crop cultivation, animal production and agricultural produce processing).
- Soil and water engineering (irrigation and drainage, soil erosion control, water harvesting, storage and use for irrigation).
- Food and Postharvest processing and storage (shelf life extension of fresh produce, agricultural produce processing, preservation, packaging and storage).
- Farm Structures and Environmental Control (design and construction of animal housing facilities, storage structures, rural infrastructure and environmental control of agricultural building systems).

ACADEMIC PROGRAMMES

- BSc Agro-Processing
- MPhil/PhD Irrigation Technology and Management
- MPhil/PhD Food and Postharvest Technology
- MPhil Agricultural Mechanization

STAFFING SITUATION

There are currently eight (8) academic Staff in the Department. These are made up of two Professors, one Associate Professor, three Senior Lecturers, one Lecturer and a Principal Teaching Associate. The core teaching staff is supported by a Principal Administrative Assistant, a Clerk and Messenger/Cleaner and five National Service persons as well as a Principal Technician, Senior Technician, Technical Assistant and a Farmhand.

STAFF DEVELOPMENT

Staff are regularly sponsored for short and long-term courses, workshops and conferences within and outside the country. Staff are also engaged in different projects. During the period under review:

- Dr. Robert Sarpong Amoah and Dr. Kumi designed a vegetable transplanting machine funded by the Ghana National Petroleum Council (GNPC).
- Dr. Kumi engaged in the design, construction and performance evaluation of chimney solar dryer for chilli with sponsorship from the Directorate of research, innovation and consultancy, UCC.
- Dr. Ernest Teye embarked on a research visit (January 7 - February 28, 2019) to Queen's University, Belfast (UK) to undertake a research activity and engage in proposal writing for funding for a proposed African Centre of Excellence for Food Safety, Quality and Fraud Research at AG Carson Technology Village.
- Dr. Robert Sarpong Amoah attended a College Global Engagement Meeting (GEM) in Cairo (February 5 – 7, 2019) organised to build the capacity of UKRI International Peer Review College members on proposal review under the Global Challenges Research Fund (GCRF).
- Prof. Ernest Abano and team organised a multidisciplinary workshop at University of Cape COAST with funding from DAAD/BMZ.
- Prof. Abano served as the Principal Investigator for the team working on the Application of AflaSafe GH02 and combined biomass-solar dryer to control aflatoxin contamination in Ghana's maize with funding from DRIC.
- Prof. Abano served as the Principal Researcher for the baseline survey in the consumer goods and food processing industry in Ghana (October 28, 2019 – February 2020).
- Prof. Ernest Abano served on the Expert Task Force for the BET-Ghana project sponsored by the DAAD/BMZ (July 2019 – 2021).
- Prof. Ernest Abano attended the 6th German-African Economic Forum North Rhine-Westphalia, on February 18, 2020 in Dortmund, Germany.
- Prof. Ernest Abano attended the 8th annual conference "Universities, Entrepreneurship and Enterprise Development in Africa organised by Bonn Rhein Siege University of Applied

Sciences, Sankt Augustin, Germany (February 16 – 22, 2020, sponsored by DAAD/BMZ and made presentations on the following:

- » Participatory Action Research to Developing Acceptable Provitamin A Fortified Gari
- » Baseline survey of the consumer goods and food processing industry in Ghana

PARTNERSHIPS AND INDUSTRY LINKAGES

- The Department, through the Dean of the School of Agriculture, is negotiating an agreement with FRESHPAC Ltd., a fruit processing company, to establish a subsidiary at the AG Carson Technology Village. The facility will provide a state-of-the-art laboratory space for BSc Agro-Processing students to do practical in food processing.
- The Department has also initiated partnership with WINROCK International, a USAID Farmer-to-Farmer (F2F) project for capacity building in postharvest technology.
- The Department has partnered the Central Oil Mills, Nfuom, Kakum in the skills training of Agro processing students in the Department.
- The Department collaborated with Blue Skies Ltd to organise employability skills training for our BSc agro-processing students.

FUTURE PLANS

The Department is currently leading a proposal and curriculum development for the establishment of a School of Engineering in the University. The Department will run full Agricultural Engineering programmes under the proposed School of Engineering.

DEPARTMENT OF SOIL SCIENCE

INTRODUCTION

The Department of Soil Science began the academic year (2019/2020) under the headship of Prof. E. A. Ampofo. During the year under review, the Department made some progress, including work on its curricula and completion of a new BSc programme, among others.

VISION

To be an outstanding department that provides quality leadership and soil science education and engages in cutting edge research.

MISSION

To be responsive to the current and emerging challenges in soils and soil-related fields and retain excellent department that provides highly competitive education, research and extension. In accordance with the School of Agriculture's research agenda - Climate Change, Food Security and Sustainable Agricultural Development, the Department focused its research and outreach activities on the following broad areas: Integrated soil fertility management, adaptation and mitigation to climate change through soil quality management, soil fertility management in organic agriculture systems, remediation of contaminated soils and Re-vegetation of degraded mined soils and soil variability and heterogeneity assessment.

The Department continued to support the BSc (Agriculture) and BSc (Agric. Extension)

Programmes by offering soil science courses. The Department also offered MPhil and PhD programmes in Landuse and Environmental Science and Soil Science. Members supervised research students in the Department.

The Department has three Associate Professors and four Lecturers, all of whom are terminal degree holders, two technicians, two administrative staff and two messengers/cleaners.

STAFF DEVELOPMENTS/AWARDS

Scholarships Awarded to Senior Members for Further Studies (PhD)

Mr. Emmanuel Boateng (Principal Research Assistant) was offered study leave to pursue PhD programme at Manchester University, UK.

Capacity Building Training and Workshops for Senior Members

During the year under review all the senior members in the Department attended either national or international workshop (s) or seminar(s).

Research Grants and other Awards/Prizes won by Senior Members

- Prof. K. A. Frimpong and Dr. Kofi Atiah in collaboration of Aarhus University Denmark won a research grant of **DKK1,312,172.00** from DANIDA Fellowship Centre (2020 -2025).
- Prof. K. A. Frimpong in collaboration with Dr. Martin Blackwell, Rothamsted Research, UK won research grant of **24,900 British pounds** from GCRF Networking (2019-2020).

STUDENTS SUPPORT SERVICES

The Department in collaboration with Ruhr University of Bochum, Germany secured funding from German Research Council for Emmanuel Abban-Baidoo and Lennin Apuri, a PhD and MPhil students respectively.

PHYSICAL STRUCTURES AND VIRTUAL INFRASTRUCTURE

Physical Structures put up or refurbished

The Head of Department's office and the Department's General Office were painted and also hooked to internet connectivity.

INTERNATIONAL PARTNERSHIPS AND INDUSTRY LINKAGES

The Department had International Collaboration and Research partnerships with the following:

- European Union (EU)
- Rothamsted Research
- African Plant Nutrition Institute
- Ruhr University of Bochum, Germany
- RUFORUM
- DANIDA
- Global Challenge Research Fund, UK
- German Research Council and the World Bank

ACADEMIC PROGRAMMES

New Courses Introduced

The Department successfully completed work on a new proposed BSc (Soil and Environmental Management) programme and submitted to the Academic Board for assessment and approval.

FUTURE PLANS

- To establish Landuse and Spatial Planning Unit. This unit will offer consultancy services to the public on landuse planning, land acquisition, land surveying and other land related issues. Proposal has already been submitted to APMC for consideration.
- To run a sandwich programme in MSc Landuse and Environmental Science that is geared towards prospective applicants working in agricultural enterprises but unable to enrol on regular postgraduate programmes due to time constraint.

SCHOOL OF BIOLOGICAL SCIENCES

INTRODUCTION

The School of Biological Sciences is one of the three Schools under the College of Agriculture and Natural Sciences, which also include School of Physical Sciences and the School of Agriculture Sciences. There are six departments under the School of Biological Sciences:

- Department of Biochemistry
- Department of Conservation Biology and Entomology
- Department of Environmental Sciences
- Department of Fisheries and Aquatic Sciences
- Department of Forensic Science
- Department of Molecular Biology and Biotechnology

The School also has a Centre for Coastal Management, a research centre, which also doubles as the partner institution for the Africa Centre of Excellence in Coastal Resilience, under the auspices of the World Bank African Centre of Excellence for Development impact project, in a strong collaboration with the Department of Fisheries and Aquatic Sciences.

The School offers unique integrated programmes for the education and training of its students, which encompass the core disciplines in Biology, from molecules and cells to structural, systems and organismal biology. The programmes of the School are harmonised by strong collaborative faculty agenda that spans research themes mainly, structure and function of biomolecules, molecular processes and metabolisms of cells to the identification of agents in the biosphere that threaten conservation and the sustainable use of our bioresources. The focus of the Schools' research teaching learning and outreach strategies is to develop new tools and knowledge in biology to harness the industrial potential of the vast Ghanaian biodiversity.

VISION

To be a School that is strongly positioned in the delivery of excellent teaching, research and extension services in basic, applied and experimental biology.

MISSION

To produce graduates of the highest calibre in basic and applied life sciences, pursue relevant research and render quality extension services for the various sectors of the national and international economy.

This will be accomplished by:

- preparing undergraduate and postgraduate students to become productive scientists and educators;
- providing a dynamic educational experience to a highly motivated, diverse student body, thus preparing them to become leaders in research, industry and society;
- attracting and retaining outstanding and diverse academic and supporting staff for the fulfilment of School's vision;
- undertaking innovative research in biological sciences through interdisciplinary approach;
- employing effective and innovative pedagogical methods for teaching

STUDENTS' ENROLMENT

The School has a total student population of 1119 comprising of 1052 undergraduates, 46 MPhil and 21 PhDs.

STAFF STRENGTH

The School has a total number of One Hundred and Forty-Five (145) Staff. This consists of Seventy-Three (73) Senior Members (teaching), one (1) Senior Member (non-teaching) Forty-Two (42) Senior Staffs, and Twenty-Nine (29) Junior staffs. A number of lecturers who were on study leave have returned to post.

Department	Senior Members	Senior Staff	Junior Staff	Total
Deans Office	1	4	13	18
Environmental Science	9	2	3	14
Biochemistry	15	7	2	24
Conservation Biology/Ent.	9	6	4	19
Forensic Sciences	10	6	1	17
Fisheries/Aquatic Sciences	9	4	4	17
Centre For Coastal Mgt.	10	1	1	12
Molecular Bio./Biotechnology	11	12	1	24
Total	74	42	29	145

STAFF DEVELOPMENT

Academic Leadership

In order to improve the knowledge of our students in General Biology and enhance their practical skills, the School during the 2019/2020 academic year designed a rigorous and rotational practical biology lessons for the students.

Research Leadership

The School encourages cross-departmental research among faculty members through the rotational practical biology.

PHYSICAL STRUCTURES AND VIRTUAL INFRASTRUCTURE

The School has renovated the Biochemistry, Environmental and Fisheries and Aquatic Sciences laboratories to enhance teaching and learning.

FUTURE PLANS

- The School intends to enter into collaboration with Biological Sciences Students' Association (BIOSSTAG) to procure a photocopier for the Photographic Unit for use by students.
- The School intends redesigning its programmes for students, irrespective of their Department, to read major and minor courses. This will offer our graduates broader knowledge in Biology as they specialize in their respective disciplines.
- The School intends to collaborate with LASEC to establish a training centre for Laboratory Technicians on repairs and servicing of laboratory equipment.

DEPARTMENT OF BIOCHEMISTRY

INTRODUCTION

The Department currently has fourteen full-time faculties and one auxiliary teaching staff. Teaching and research in the Department are also supported by five technical staff and four administrative personnel. Given the quality and distinct composition of our faculty together with the uniqueness of the structure of our undergraduate programme, the Department continues to attract a sizable number of applicants. Indeed, our student population is the largest in the School of Biological Sciences.

VISION AND MISSION

Our Department's academic programmes and faculty structure as well as research dynamics, positions the Department to strengthen the University's vision to situate the University of Cape Coast as a centre of excellence thereby helping to strengthen the government's socio-economic programmes and to improve scholarly methods; thereby, producing high quality graduates in biochemistry capable of addressing challenges in the educational, research, clinical and industrial establishments to meet national aspirations.

RESEARCH FOCUS

The evolving science of biochemistry encompasses the study of essential biological mechanisms with unified inputs from differing areas of specialisations ranging from biochemical, cellular, modern biophysics as well as genomic technologies. Indeed, the current faculty at the Department of Biochemistry clearly exemplify this diverse nature of the discipline of biochemistry. Faculty areas of research include signal transduction, gene regulation, protein chemistry, food science and processing technology and characterization of natural products. Thus, our Department is essentially organised to support versatile undergraduate and graduate (starting 2020/2021 academic year contingent on current accreditation application approval by the National Accreditation Board) programmes in Biochemistry.

STUDENTS' ENROLMENT

Students' Enrolment for the Department of Biochemistry 2019/2020

Academic Level	100	200	300	400
Enrolment Numbers	150	155	96	95

STAFF DEVELOPMENT/AWARDS

Scholarship Awarded to Senior Members for Further Studies

Name	Awarding Body	Programme and Institution
William Ekloh	University of Cape Coast	PhD Department of Biochemistry and Cell Biology, University of Ghana

Research Grants and other Awards /Prizes Won by Senior Members

Dr. Nazir Kizzie-Hayford – 4th call Individual Research Support Grant by DRIC for 2019/2020 Academic year.

STUDENTS' SUPPORT SERVICES

Staff and Students' Engagements

The Department has an annual students'-faculty consultative forum where diverse issues relating to students' academic welfare and the smooth running of the Department are discussed. Until this academic year, the University paid for the services of academic counsellors in our Department. Although, the year under review saw an end of this otherwise supportive services by University Management, I am happy to say most faculty continue to execute this programme without appropriate remuneration.

PHYSICAL STRUCTURES AND VIRTUAL INFRASTRUCTURE

The following equipment were acquired by the Department:

- Ice making machine (Scotsman AC 107)
- Safeshood (BIOAIR euroclone division)
- Digital refractometer (ATAGO palette series PR-101)

ACADEMIC PROGRAMMES

New Courses Introduced

We have submitted a proposal to National Council for Tertiary Education for the introduction of MPhil and PhD programmes in Biochemistry.

FUTURE PLANS

The Department has developed another graduate programme in Food Science which is under consideration by the Academic Board.

DEPARTMENT OF MOLECULAR BIOLOGY AND BIOTECHNOLOGY

VISION

To become a centre of excellence uniquely positioned to apply molecular biology and biotechnology techniques for human and societal development.

MISSION

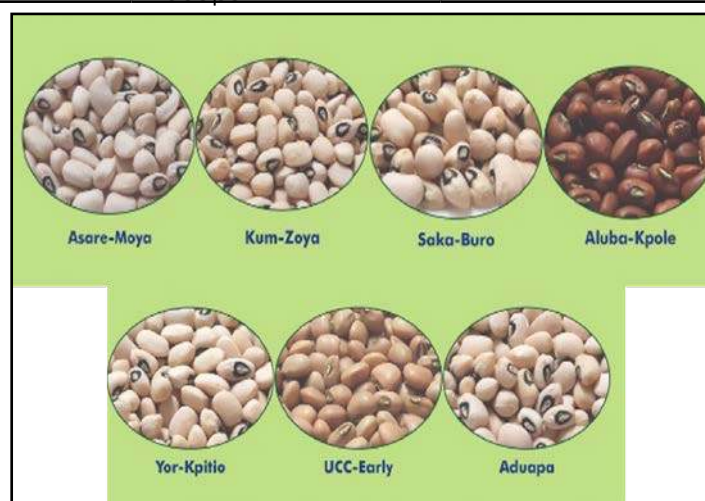
To provide a conducive environment for teaching, learning and research so as to develop the potential human capacity to impact industrial and agricultural products.

RESEARCH FOCUS

The cowpea project titled “Sustainable Utilization of Cowpea Genetic Resources for Enhanced Food Security and Poverty Alleviation in the Dry Savannah Northern Regions of Ghana” has been completed with the release of Seven (7) newly developed cowpea varieties (Table 1). A press conference was held on February 18, 2020 to launch the cowpea varieties. Foundations have been developed for production of certified seeds in 2020 to make the cowpea varieties accessible for farmer cultivation. This will contribute to job creation, poverty reduction, and food security in line with the government of Ghana “Planting for Foods and Jobs” flagship programme.

University of Cape Coast cowpea varieties released by the Ministry of Food and Agriculture in 2019

No.	Cowpea genotype	Variety (Local name)	Meaning	Language
1	UCC-32	Asare-Moya	Well done Asare	Kusal
2	UCC-328	Kum-Zoya	Hunger has run away	Dagbani
3	UCC-241	Saka-Buro	Striga-killer	Sissala
4	IT10K-819-4	Aluba-Kpole	Cowpea-large grains	Nzema
5	UCC-473	Yor-Kpitio	Dwarf cowpea	Dangbe
6	UCC-Early	UCC-Early	Early maturing cowpea	English
7	UCC-366	Aduapa	Good cowpea	Twi



Sponsors: International Treaty on Genetic Resources for Food and Agriculture (ITPGRFA)/Food and Agriculture Organisation (FAO)

Collaborating Institutions

- Savannah Agriculture Research Institute (SARI)
- Plant Genetic Resources Research Institute (PGRRI)
- Ministry of Food and Agriculture
- University of Virginia

The project titled “Exploring soybean (*Glycine max* L.) resilient genotypes towards improved production in underutilised savannah agro-ecological zones of Ghana”. Sponsored by Directorate of Research, Innovations and Consultancy (DRIC), University of Cape Coast. It is Policy and Practice-oriented project which will be completed in September, 2020.

STUDENTS’ ENROLMENT

Undergraduate

Level 100 - 64

Level 200 - 51

Level 300 - 58

Level 400 - 64

Total - 237

Postgraduate

MPhil - 7

PhD - 3

Total - 10

STUDENTS’ SUPPORT SERVICES

- Voluntary academic counsellors in the Department assisted students who needed counselling.
- Student-Staff consultative meetings are held once per semester

PHYSICAL STRUCTURES AND VIRTUAL INFRASTRUCTURE

We had written proposals to source for funds to rehabilitate four Laboratory facilities under the Department of Molecular Biology.

INTERNATIONAL PARTNERSHIP AND INDUSTRY LINKAGES

University of Virginia on cowpea project.

Partnered with Park AgroTech Ghana Ltd and STM, India and won the competitive bid for Komenda sugar factory.

GRANTS AND AWARDS

- DRIC-UCC award for Policy and Practice RSG: GH49,769.00
- CODE-UCC award for laboratory equipment: GH500,000.00
- Partnership with Park AgroTech Ghana Ltd with 28 million US dollars investment to operationalize Komenda sugar factory.

ACADEMIC PROGRAMMES

- BSc Molecular Biology and Biotechnology reviewed programme execution in 4th phase.
- New MPhil and PhD programmes under review.

FUTURE PLANS

- Execute novel market-driven oriented postgraduate programmes.
- Refurbish and upgrade laboratories - user friendly.
- Development of proposal to attract funding for robust innovative research.
- Seek more international collaboration.
- Pursue staff training.
- Organise Intra-inter-cross departmental and multidiscipline approach towards result oriented cutting-edge research.
- Promote Enhanced visibility.

DEPARTMENT OF ENVIRONMENTAL SCIENCE

INTRODUCTION

The Department has positioned itself as a hub of academic and research excellence in Environmental Science. The department focuses on teaching, research, and outreach that draw attention to the feedback relationships within the different aspects of the environment. In tandem with this approach, we have consolidated our existing research collaborations with partner universities in Norway, Canada and Denmark as well as established new partnerships with Universities in Germany, Sweden and the USA.

The Department runs a 4-year Bachelor of Science (BSc) programme in Environmental Science, 2-year Master of Philosophy (MPhil) programme in Environmental Science, Doctor of Philosophy (PhD) in Environmental Science as well as Doctor of Philosophy (PhD) in Botany. We have submitted MSc Environmental Science (Sandwich) programme, PhD programme in Clean Energy and Environmental Protection as well as a PhD programme in Spatially Integrated Environmental Sciences for consideration by the academic board.

The staff strength of the Department currently stands at fourteen (14); nine (9) academic staff and five (5) administrative staff.

Students' enrolment is as follows:

Undergraduate

- Level 100 - 30
- Level 200 - 32
- Level 300 - 27
- Level 400 - 21

Postgraduate

- MPhil - 7
- PhD - 2

STAFF DEVELOPMENT

Three Senior Members are currently pursuing PhD programmes in the University of Cape Coast. Mr. Paul Kwame Essandoh (Senior Lecturer) has successfully defended his thesis. Mr. Ernest Kofi Amankwa Afrifa (Senior Lecturer) and Mrs. Gertrude Lucky Aku Dali (Assistant Lecturer) have almost completed their programmes.

STUDENTS' SUPPORT SERVICES

We have a solid system of academic counselling in place in the Department being spearheaded by Dr. Isaac Mbir Bryant, which has culminated in better staff-student rapport and high rates of student retention. The Staff/Student consultative meetings have, therefore, been a veritable platform to interact and seek joint solutions to the challenges confronting our students and the Department. We also have Quality Assurance Desk where students discuss issues pertaining to their academic quality life. We have increased the frequency of students' educational field trips.

PHYSICAL STRUCTURES AND VIRTUAL INFRASTRUCTURE

The Department has completed the refurbishment of its laboratory to facilitate teaching, learning and research (pictures below).



A section of the Environmental Science refurbished laboratory



A section of the Environmental Science refurbished laboratory

INTERNATIONAL PARTNERSHIP AND INDUSTRY LINKAGES

During the academic year, the Department successfully signed an agreement of cooperation with the Brandenburg University of Technology, Cottbus-Senftenberg, Germany.

ACADEMIC PROGRAMMES

The Department has submitted Doctor of Philosophy (PhD) and Master of Science (MSc) Sandwich programmes in Environmental Science to the Academic Board for consideration.

FUTURE PLANS

The Department of Environmental Science aspires to become a hub of research excellence in environmental engineering, sanitation and renewable energy by assisting our students to undertake high quality projects in these research areas. These initiatives, it is anticipated, will attract highly qualified graduate students and researchers to our Department.

DEPARTMENT OF CONSERVATION BIOLOGY AND ENTOMOLOGY

INTRODUCTION

The Department of Conservation Biology and Entomology is one of the departments of the School of Biological Sciences in the College of Agriculture and Natural Sciences. The Department's research focus is in the area of biodiversity conservation and management, pest management, and utilization of beneficial insects. We are proud of our abilities to take research from the laboratory to the field; from computer to the community and from theory to practice, wherever possible. It is uniquely positioned to work alongside industry, community, and people from around the globe, to answer some of the biggest questions facing the world today.

The Department runs a four-year degree programme in Conservation Biology and Entomology and graduate programmes in (MPhil and PhD) with specialisation in either Entomology or Wildlife Management. Facilities include an Entomology museum and an Animal Holding Facility, both of which need re-tooling or expansion to enhance capacity to support teaching and research and to provide taxonomic identification services and conservation education. The department has eight teaching staff amongst which one is the Head of Department, three office staff, three technical staff, two cleaners and a labourer.

STUDENTS' SUPPORT SERVICES

Counselling

The Department has counselors who provide counseling services for students on both academic and non-academic issues.

Job Search and Placement Services

To enable students to apply theory to practice and to acquire experience relevant to their field of study, students are issued with introductory letters during semester vacations to spend some time in any industry of their choice. Reports on the students are then sent to the Department after the student placement period.

FUTURE PLANS

New Academic Programmes

The Department is discussing with stakeholders to introduce new programmes at Certificate, Diploma, Degree and MSc levels that are expected to commence in 2022. The aim is to train more people in the areas of Biological Conservation and Entomology at various levels to foster conservation ethics and to solve both major and minor insect-pestilence problems in Ghana.

CENTRE FOR COASTAL MANAGEMENT

INTRODUCTION

The Centre for Coastal Management has a vision of becoming a centre of excellence in Coastal Management in the West African sub-region, through collaboration with industry, private and public institutions, both locally and internationally. Its focus is in three folds: applied research, capacity building, as well as outreach. The Centre conducts research on the health of coastal ecosystems for restoration and conservation, and publishes policy briefs and articles for improved governance over coastal areas. Currently, the Centre runs five short courses every year to build the capacities of professionals in Geographic Information Systems (GIS), climate change, and multiple stressors in the marine environment, fisheries management and integrated coastal zone management. To meet the needs of coastal communities, the Centre also engages in supplementary livelihood activities such as bee keeping, snail rearing and oyster culture.

The Centre recently received six new Research Fellows to boost its capacity in a bid to operationalize and achieve its goals. These six new employees are natural resource and coastal management experts who will help promote the vision and mission of the Centre.

STAFF DEVELOPMENT/AWARDS

Between August 2019 and May, 2020, the Centre has received additional research grants from different international organisations listed below:

- Grant award by the World Bank to undertake a project on “Mapping for Implementation of a Regional Research and Academic Network for Coastal Resilience in West Africa. A grant of US\$ 47,652.30 for a period of 6 months.
- ACE Impact Project in Coastal Resilience grant award by the World Bank. A total of US\$6.4million awarded for the period of 2019 -2023.
- Grant award by the USAID/Ghana Sustainable Fisheries Management Project (SFMP) COVID- 19 Response. An amount of USD 64,999 awarded for the period of May, 2020 - March, 2021.

These projects involve staff of the Centre and departments of the University of Cape Coast where applicable particularly the Department of Fisheries and Aquatic Sciences (DFAS). Institutions such as University of Ghana are also involved. Further information on these projects can found at: <https://ccm.ucc.edu.gh/on-going-projects>. In September 2019, the Centre in collaboration with DFAS organised the second Conference on Fisheries and Coastal Environments in Ghana. The conference provided a platform for researchers, government, fisher folks, media, and other think-tanks to connect around issues concerning sustainable fisheries and coastal management in Ghana.

PHYSICAL STRUCTURES AND VIRTUAL INFRASTRUCTURE

Physical Structures constructed or refurbished

The University allocated space at the Sandwich Lecture Theater for the Centre for the ACE Project which, the Centre has created two new lecture theaters, a conference room and one smart classroom to enhance teaching.

For more information visit the Centre's website: <https://ccm.ucc.edu.gh/on-going-projects>.

INTERNATIONAL PARTNERSHIPS AND INDUSTRY LINKAGES

The Centre recently partnered with West African Coastal Area Programme and Institut de recherché pour le développement (IRD) in addition to the existing partners. For more information on these partners visit their website: www.wacapram.org and en.ird.fr.

FUTURE PLANS

The Centre will continue to:

- Draft proposals to attract more grants to sustain the Centre and its activities.
- Strengthen local communities through vibrant extension programmes.
- Strengthen existing MOU and develop new ones to enhance local and international collaborations.
- Establish field research-stations along the coast of Ghana for research activities.
- Create Laboratories and Offices for field work.
- Create smart classrooms to facilitate online teaching and other virtual interactions with its stakeholders.

DEPARTMENT OF FORENSIC SCIENCES

INTRODUCTION

In the 2019/2020 academic year, the Department of Forensic Sciences enrolled forty-two (42) new students into its BSc Forensic Science Programme. To deepen its student-centred approach to teaching, the Department engaged the E-Learning and knowledge Management Unit of the Directorate of ICTs to enroll all academic staff on the module platform. This was aimed at introducing staff and students to a virtual content delivery to allow for members of staff who may be out of the country to still be able to deliver content from abroad.

VISION

To have a Department that serves as a pivot for the training of Forensic Scientists with world-wide acclaim.

MISSION

To provide unique training programmes which enable students from different backgrounds to meet the challenges of their countries and to produce ground-breaking discoveries in Forensic Sciences.

STAFF DEVELOPMENT/AWARDS

In the year under review, Mr. Isaac Kofi Boadu, an Assistant Lecturer in the Department enrolled as a part-time PhD candidate in the University of Cordoba, Spain. Through the European Union Sponsored Erasmus + grant for staff and student mobility, the Department of Forensic Sciences sent eight (8) final year students to the University of Cordoba for a semester long exchange programme. Two staff members were also funded to undertake a teaching and training exchange at the University of Cordoba, Spain.

Under the academic cooperation between the Department of Forensic Science and Gujarat Forensic Science University (GFSU), three teaching assistants were sent to GFSU to pursue a Master's programme in Forensic Science with Sponsorship from the India Council for Cultural Relation (ICCR).

STUDENTS' SUPPORT SERVICES

The Department of Forensic Sciences believes strongly in internationalization. Thus, a total of nine (9) students were nominated and supported to undertake a semester study abroad programme. One (1) Level 200 student was sent to the University of Portsmouth, UK and eight (8) Level 400 students were sent to the University of Cordoba, Spain. These exchange programmes are aimed at strengthening the international awareness of students.

INTERNATIONAL PARTNERSHIPS AND INDUSTRY LINKAGES

Within the year under review, the Department of Forensic Sciences assisted the Ghana National Fire Service to conduct Crime Scene Investigation at four different fire sites. The Department also consulted for the Criminal Investigation Department of Ghana Police Service.

The Department continues to collaborate with its international partners including Gujarat Forensic Science University, India, University of Cordoba, Spain, and University of Lincoln, UK. During the period, the Department invited two Professors from the University of Maastricht, Prof. Peter Van Koppen and Dr. Robert Horselenberg, to hold a public discussion with students of the Department on the value of identification by witnesses.



A cross section of staff and students participating in Department's Public lecture on Suspect Interrogation at Amissah-Arthur Language Centre Auditorium.

ACADEMIC PROGRAMMES

Current Programme

BSc Forensic Sciences

New Courses Introduced

MSc Forensic Sciences

FUTURE PLANS

The Department plans to establish an Institute of Forensic Sciences to serve as a centre of excellence in the training of experts for the West Africa Sub-region.

DEPARTMENT OF FISHERIES AND AQUATIC SCIENCES

VISION

To be a centre of excellence with international reputation in Research, Training and Extension in Fisheries and Aquaculture.

MISSION

To constantly develop and use highly qualified expertise to provide Training, Research and Extension for the sustainable management of Aquatic Resources.

A DESCRIPTION OF RESEARCH FOCUS, COURSE, TEACHING, STUDENTS' ENROLMENT, STAFFING POSITION AND DEVELOPMENTS

The Department of Fisheries and Aquatic Sciences (DFAS) in the University of Cape Coast is situated in the School of Biological Sciences at the College of Agriculture and Natural Sciences (CANS). The University is at the border of the Gulf of Guinea and is located in the Central Region of Ghana, which has the highest marine fish production in the country. The Department's location, thus, exposes students to a vast array of opportunities for studies in coastal marine and brackish water studies.

At the DFAS, emphasis is placed on graduate education in the fisheries, coastal management, and aquaculture-related programmes. For that reason, the department offers postgraduate programmes (MPhil and PhD) in four areas of specialisation: Fisheries Science, Aquaculture, Oceanography and Limnology, and Integrated Coastal Zone Management. The Department also offers a four-year undergraduate programme leading to the award of BSc Fisheries and Aquatic Sciences.

Over the last five years, DFAS has been the key implementer of the United States Agency for International Development (USAID)-funded Fisheries and Coastal Management Capacity Building Support Project at UCC. The US\$ 5.5 million Project came to a close at the end of March 2020. A state-of-the-art laboratory facility, established with the support of the Project, currently positions the Department as the foremost academic institution in fisheries research in Ghana.

In addition to its mainstream natural science research, the Department also conducts research on marine fisheries governance issues. This involves surveys of various social issues in fishing communities as well as existing adaptive management strategies. Research on finfish and shellfish of commercial value is a focal area for the DFAS, including but not limited to research on the West African mangrove oyster, black-chinned tilapia and shrimps. Also, there is great interest in the analysis of fish value chains and trade. Investigations are conducted into the different phases of production, processing and marketing of the different commercial fish species in Ghana. The importance of aquatic and coastal ecosystems is further emphasized by our research on climate science in relation to biodiversity and health of coastal ecosystems. To tailor its academic programmes to suit participation by international students, the DFAS embarked on a strategic review of three of its four (4) graduate programmes in Fisheries Science, Oceanography and Limnology, and Integrated Coastal Zone Management into modular forms during the year under review (with plans to modularize the remaining programme

in Aquaculture). This is to enable the Department to position itself to attract regional students from the African sub-regions through the Africa Centre of Excellence in Coastal Resilience (ACECoR) Project and other efforts. In collaboration with the ACECoR, the DFAS is also working towards acquiring international accreditation for a selected few of its graduate programmes. All these are in line with the University's internationalization agenda to increase foreign students' presence on campus. External supervision and assessment of graduate research by experts from Ghanaian and foreign universities is promoted actively at the DFAS.

The Department currently has total staff strength of seventeen (17). This comprises three (3) professors (one Full Professor and two Associate Professors), two (2) Senior Lecturers, four (4) Lecturers, and one (1) Teaching Associate. The rest are four (4) Administrative Staff and four (4) Technical Staff for the Fisheries and Coastal Research Laboratory. In the 2019/2020 academic year, three (3) members of staff proceeded on retirement. Prof. Kobina Yankson was conferred upon the status of Emeritus by the Vice-Chancellor of UCC on expiration of his post-retirement contract which lasted from 2011 to 2020.

The DFAS has a total of eighty-seven (87) students at present. The current composition of students at the Department is skewed towards postgraduates. There are thirty-four (34) students pursuing their Master of Philosophy programmes whereas thirty (30) students are undertaking various Doctor of Philosophy programmes. Twenty-three students are at different levels of their undergraduate programmes. Postgraduate studies at DFAS integrates mechanisms to attract promising female candidates. This is part of the Department's strategy to empower and nurture a young crop of women scientists in the broad area of fisheries and aquatic sciences.

STUDENTS' SUPPORT SERVICES

The strategic responsibilities of DFAS, like many other academic establishments, entail the maintenance of a strong and pleasant relationship with her alumni, whilst supporting their empowerment, where capable. The long-term and unintended benefits of this form of relationship could be enormous. It could help create a desire among former students to identify themselves with the Department, and by extension, the University of Cape Coast; generate and sustain interest and participation in the affairs of their alma mater; contribute to the developments of DFAS/UCC; and promote the University's name and reputation. DFAS recognises the need for a continued commitment to her alumni in order to build stronger ties with the world of work after school and foster a networking culture among alumni, the Department, and other partners. This will enable a streamlined channel for sharing opportunities including scholarships, jobs, internships, project funding and collaborations. The DFAS, therefore, conducted a tracer study for a relational identity of all past students of the Department through an online survey during the year under review.

PHYSICAL STRUCTURES AND VIRTUAL INFRASTRUCTURE

Through the intervention of the USAID Project, a renovated and massively equipped Fisheries and Coastal Research Laboratory (FCRL) comprising a teaching laboratory and a research laboratory with fish age and growth laboratory section has been created. During the refurbishment work of the FCRL, four (4) 20 ft shipping containers were used to ship all newly procured field and laboratory equipment. In the year under review, works to use these empty shipping containers to create a well-established and functional wet laboratory with

sections for a microscopy laboratory, an office space for laboratory technicians, and storage space for equipment were completed. This facility has become an extension of the FCRL for experimental research works by students, staff, and other donor project activities. Based on the convenience and high demand of the facility for specific and unique research works, there are already plans to expand the wet laboratory to provide more space to allow for more diversified research into the future, including zooplankton and algal culture, cuttlefish research. A fully functional Journal of Fisheries and Coastal Management (JFCoM) in collaboration with the Centre for Coastal Management had its maiden scientific articles published online during the year under review. To continue promoting concerted research effort in the area of fisheries and coastal management in the country, a final upgrade to the scientific resource data collation, archiving and sharing database, the Fisheries and Coastal Management of Ghana (FishCoMGhana – <https://fishcomghana.com>) was also completed during the year.



(Top) Some newly installed equipment in the renovated Fisheries and Coastal Research Laboratories, (bottom-left) shipping containers converted to wet laboratories, and (bottom-right) an experimental setup in one of the chambers of the wet laboratories

INTERNATIONAL PARTNERSHIP AND INDUSTRY LINKAGES

Higher Education Exchange Programmes and Collaboration with International Institutions

The Department continuously sought to forge significant partnerships for the achievement of its strategic objectives. In this light, the Head of DFAS and a team from the Centre for Coastal Management (CCM) initiated a scientific and technical cooperation with the Leibniz Centre for Tropical Marine Research (ZMT) at the University of Bremen, Germany. This was part of the DFAS' programmatic activities aimed at operationalizing CCM by strengthening

partnerships under the 5-year USAID-funded Fisheries and Coastal Management Capacity Building Support Project. This partnership presents the opportunity to develop a community of practice with European partners from relevant marine disciplines to advance engagement with policymakers, business, industry and other stakeholders within the coastal and marine sectors. The DFAS also continued to collaborate with University of Rhode Island (USA) in the training of PhD degree students through the new Dual PhD Degree arrangement and the existing J-Term for Undergraduate students' exchange programme.

FUTURE PLANS

- Strengthen the capacity of African institutions to conduct high quality research in relevant disciplines of marine fisheries, coastal zone management and their associated fields of policy and governance;
- Develop human capacities to enhance knowledge and skills for effective fisheries management and aquaculture development in African Union Member States through capacity building in marine fisheries, coastal zone management, policy and governance;
- Foster partnership with other selected institutions and complement each other in providing training or research for capacity building, disseminating of best practices, sharing human and institutional resources, and back-stopping each other in relevant disciplines;
- Mobilise resources for operationalization of the engagement with AU as its Centre of Excellence;
- Generate evidence for policy support and decision making at regional and continental levels;
- Produce information, policy briefs for advocacy in the interest of the sector's development as well as building evidence-based coherent African positions;
- Develop mechanisms for sharing information, best practices and lessons learnt;
- Facilitate regional integration through diversity of students on courses
- Support implementation of continental and regional projects and programmes in related discipline.

SCHOOL OF PHYSICAL SCIENCES

INTRODUCTION

The School of Physical Sciences is one of the Schools under the College of Agriculture and Natural Sciences, University of Cape Coast. It has been operating as a School since 2006/2007 Academic Year. The School has tried for the past twelve (13) years to improve on scholarship in terms of assisting staff and students in building their capacity in diverse ways (Teaching, Research, and Outreach). This motive cuts across the seven (7) academic Departments in the School.

The School is determined to introduce academic programmes that will instill the relevant knowledge and skills in students so that they will be able to make impactful contributions to society. The School of Physical Sciences has relative conducive teaching and learning environment, excellent Staff/Student relationship as well as qualified, dedicated and experienced

teaching and non-teaching staff.

The School promotes staff training, scholarship as well as staff attendance to conferences and workshops. In the year under review, there has been an increase in the number of staff and student population in the School. In addition, substantial number of academic staff have earned various promotions from lectureship positions to senior lectureship and senior lectureship to professorial levels.

VISION

To be a world acclaimed School producing excellent graduates in the Physical Sciences and establishing itself as a centre of excellence.

MISSION

Seeks to provide an equal opportunity in the training of high calibre graduates capable of advancing the frontiers of knowledge and produce skilled labour for the sustainable development of Ghana.

ACADEMIC DEPARTMENTS/PROGRAMMES

The School of Physical Sciences consists of seven (7) academic Departments with fifteen (15) undergraduate and eight (8) postgraduate programmes of study (two in Sandwich mode). The Departments comprise the Department of Chemistry, Department of Physics, Department of Mathematics, Department of Statistics, Department of Computer Science and Information Technology, Department of Laboratory Technology and Department of Water and Sanitation. There are also two specialised units: the Electronics Unit and Laser and Fibre Optic Centre (LAFOC) as a Research Unit.

The Dean's Office is managed by:

- Prof. Ruphino Zugle - Ag. Dean
- Prof. E. K. Essel - Ag. Vice-Dean
- Mr. Fred Peniana - Faculty Officer

STUDENTS' ENROLMENT

The breakdowns of students' enrolment of the School for 2019/2020 are as follows:

UNDERGRADUATE	GENDER		TOTAL
	MALE	FEMALE	
Level 100	567	179	746
Level 200	541	139	680
Level 300	403	109	512
Level 400	302	72	374
Total	1,813	499	2,312

Postgraduate (MASTERS)	GENDER		TOTAL
	MALE	FEMALE	
Level 800	19	3	22
Level 825	1	-	1

Level 850	13	-	13
Total	33	3	36

Postgraduate (Ph.D)	GENDER		TOTAL
	MALE	FEMALE	
Level 900	6	1	7
Level 950	11	5	16
Total	17	6	23

ACTIVITIES OF THE SCHOOL DURING THE 2019/2020 ACADEMIC YEAR

Staff Development/Awards

- Lecturers in the various Departments are usually given the opportunity to give presentations on research topics, based on their areas of expertise. The periodic school seminar seeks to improve the research capabilities of the faculty members in the School of Physical Sciences.
- The School of Physical Sciences also organised a training programme on “Best Administrative Practices” for all Administrative Staff in the School.

STUDENTS SUPPORT SERVICES

- The 2019/2020 School’s Annual Dean’s Award Ceremony was held at the C. K. Ackah Main Auditorium to recognise and award deserving students of the School. The Annual Dean’s Award aims at motivating students of the School to strive for academic excellence.
- The School of Physical Sciences also held its normal Staff/Students Consultative meeting during the year under review. The purpose of the meeting was to interact with the students, and to assure them that management will continue to utilise the funds of the School in the most efficient manner to improve physical infrastructure, equipment, and the human capital of the School. Concerns of the students were noted for action.
- The School was able to produce counselling services for all students, especially, those who had challenges with their academic work at the counselling unit of the University.

PHYSICAL STRUCTURES AND VIRTUAL INFRASTRUCTURE

- The School of Physical Sciences acquired and installed twenty (25) high-speed computers to support undergraduate and postgraduate teaching and learning at the Department of Computer Science and Information Technology.
- The School created the Department of Water and Sanitation out of the existing Chemistry Department, following approval by the Vice-Chancellor.
- The School also acquired an Ultra-Pure Laboratory Water System to help improve practical teaching and learning.
- Dean’s Office was refurbished during the year under review.
- Presented assorted GETFUND equipment to the School.

INTERNATIONAL PARTNERSHIPS AND INDUSTRY LINKAGE

- The School, in collaboration with Ghana Atomic Energy Commission (GAEC) and International Atomic Energy Agency (IAEA), has designed an academic programme on Nuclear Science and Technology.
- The School initiated to host and co-organise the 7th African International Conference (AIC) on Statistics. The 4-day conference which was scheduled from May 25 – 28, 2020 could not come on due to COVID-19.

FUTURE PLANS

- To boost students' enrolment, a documentary has been compiled to be aired on Multi Media channels (Joy News).
- To submit a proposal for the establishment of Centre for Statistical Data Analysis and Communication to promote the effective use of statistics for institutional and national development. The Centre will provide support for the facilitation of interdisciplinary and multidisciplinary research that has significant statistical components among faculty within and outside the University.
- To build a strong school with state-of-the-art scientific equipment to promote postgraduate research.
- To move into artificial intelligence and robotics.
- To undertake national and international research projects to enhance the visibility of the School, College and the University.
- To increase postgraduate students' enrolment by 20 percent next academic year.

DEPARTMENT OF PHYSICS

VISION

To be a well acclaimed Department producing excellence and well-equipped graduates who will excel in all facets of Physics and Research in the country and establishing itself as a Centre of Excellence.

MISSION

Provides high caliber professionals in Physics whose knowledge content, skills, values and practical experiences will make them proficient to be able to fit into the various sectors within the Economy.

The Department of Physics runs three first degree programmes which are BSc Meteorological and Atmospheric Physics, BSc Engineering Physics and BSc Physics. Three graduate programmes are also run under the Department namely: MSc Physics, MPhil Physics and PhD Physics.

Physics Students Statistics within the Department are as follows:

LEVEL	PROGRAMME(S) TITLE	NUMBER OF STUDENT(S)
100	BSc Engineering Physics	15
100	BSc Physics	16
100	BSc Meteorology & Atmospheric Physics	06
200	BSc Engineering Physics	44
200	BSc Physics	18
200	BSc Meteorology & Atmospheric Physics	03
300	BSc Engineering Physics	13
300	BSc Physics	08
300	BSc Meteorology & Atmospheric Physics	02
400	BSc Engineering Physics	11
400	BSc Physics	05
400	BSc Meteorology & Atmospheric Physics	01
800	Master of Philosophy (Physics)	8
900	Doctor of Philosophy (Physics)	11

Students of the Department are still being trained in Meteorology by the Ghana Meteorological Agency as part of the link between the Department and the Agency. The collaboration with Ghana Atomic Energy Commission (GAEC) has been deepened with our graduate and undergraduate students carrying out their research in GAEC laboratories under a Memorandum of Understanding between the two institutions. The Department currently has nineteen (19) Lecturers, eight (8) Teaching Associates, ten (10) Technicians, two (2) Administrators, and four (4) Cleaner/Messenger Cleaners.

STAFF DEVELOPMENT/AWARDS

- No scholarship was awarded within the year under review.
- Having successfully mounted a traffic light system at the Vice Chancellor's Lodge-Casford junction, the Department has been tasked to build and replace the traffic light systems at the Science-Library Interchange.

STUDENTS' SUPPORT SERVICES/AWARDS

- Counselling has been done and two (2) students - lecturers consultative meetings held during the year were fruitful. "At Risk" students were identified and referred to the Counselling Centre for further advise.
- Mr. David Nyarko, a third-year BSc Engineering Physics student participated and qualified for the finals of the UMB sponsored Ghana Tertiary Awards for Science and Technology students.

PHYSICAL STRUCTURE AND VIRTUAL INFRASTRUCTURE

The Embedded Systems & Artificial Intelligence Laboratory continues to be upgraded for use by Engineering Physics and Computer Science students. The on-going Traffic Light Project (refer to point 2. (ii)) is being designed from this Laboratory.

INTERNATIONAL PARTNERSHIP AND INDUSTRY LINKAGES

The Department, through the Laser and Fiber Optics Centre collaborated with the African Spectral Imaging Network (AFSIN) to host an international workshop on Using Simple Tools for Advance Research in Optical Spectroscopy and Multispectral Imaging at the Embedded Systems Laboratory.

ACADEMIC PROGRAMMES

No new programme was introduced within the academic year under review. Nevertheless, the Department modified the level 100 Physics course titles and contents to cater to the various crop of students from the different schools within the University. Thus we had the following emerging:

- PHY 101P: General Physics I (Theory) for Pharmacy
- PHY 103P: General Physics I (Practical) for Pharmacy

FUTURE PLANS

The Department has initiated steps to introduce postgraduate programmes in the following:

- Master of Philosophy Degree in Biophysics
- Doctor of Philosophy Degree in Biophysics
- Master of Philosophy Degree in Medical Physics
- Doctor of Philosophy Degree in Medical Physics

DEPARTMENT OF MATHEMATICS

INTRODUCTION

The Department of Mathematics is an integral part of the School of Physical Sciences within the College of Agriculture and Natural Sciences. The Department offers training in Mathematics and Applied Mathematics at both the undergraduate and graduate levels. The Department of Mathematics aspires to the highest standards of excellence in teaching, research and outreach.

VISION

The Department of Mathematics aspires to the highest standards of excellence in teaching and service. The Department will be a source for the promotion of problem solving, analytical thinking and utilization of technology. It will produce high quality mathematics graduates well prepared for the job market or for postgraduate studies. The department will build upon its strengths for development of graduate programmes in areas of need for the country.

MISSION

Our mission is to play a pivotal role in the training of graduates of the School of Physical Sciences, irrespective of area of specialisation; to serve as a centre of excellence in research in Pure and Applied Mathematics; and to provide specialised training and services to industry, commerce and business.

RESEARCH FOCUS

Currently, the Department of Mathematics' research focus is:

- Differential equation, disease and fisheries modelling
- Homogenization of PDEs

STUDENTS' ENROLMENT FOR THE 2019/2020 ACADEMIC YEAR

• BSc (Mathematics)	-	35
• BSc (Mathematics and Statistics)	-	47
• BSc (Mathematics-with-Economics)	-	88
• BSc (Mathematics-with-Business)	-	19
• MSc (Mathematics)	-	17
• MPhil (Mathematics)	-	6
• MPhil (Mathematics) Top-up	-	5
• PhD (Mathematics)	-	1

STAFFING POSITION

The total academic staff strength of the Department of Mathematics is eleven (11)

• Associate Professors	-	3
• Senior Lecturers	-	3
• Lecturers	-	3
• Assistant Lecturer	-	1

STAFF DEVELOPMENT/AWARDS

Capacity Building, Training, and Workshops for Senior Members

- During the fourth UCC DRIC call for researchers award, one of our staff was awarded the Best College Researcher for the College of Agriculture and Science.
- Also, during the RUFORUM conference, one of our staff won the best young scientist in Africa in the category of Science and Engineering.



STUDENTS' SUPPORT SERVICES

Counselling

- The Department has academic counsellors for all levels.
- Lecturers at the Department are always ready to assist students with personal issues.

Job Search and Placement Services

Mathematics Students' Association of Ghana (MASAG), UCC Chapter embarked on an educational trip to the Security and Exchange Commission (Accra) and Ministry of Finance (Accra) as part of their study. Also, there was a fresher's forum organised by MASAG-UCC and GASS-UCC to educate freshers on application and job opportunities associated with the study of Mathematics.

Staff and Student Engagements

- Student consultative meetings were held to discuss issues affecting students
- Staff and students in the School of Physical Sciences met to discuss issues affecting students and staff of the School of Physical Sciences

PHYSICAL STRUCTURES AND VIRTUAL INFRASTRUCTURE

- Department of Mathematics in the year under review undertook the following face-lifting activities:
 - » general replacement and repairs of electrical fittings for the Department's seminar room,
- ICT infrastructure and equipment

During the year under review the Department purchased the following items:

- » air conditioners
- » photocopy machine

INTERNATIONAL PARTNERSHIPS AND INDUSTRY LINKAGES

The Department has entered into partnership with African Institute for Mathematical Sciences (AIMS - Ghana)

The Department has signed a Memorandum of Understanding with the Department of Mathematics of the University of L'aquila, Italy.

FUTURE PLANS

- The Department hopes to admit more students in the future.
- The Department hopes to introduce new academic programmes in the coming year.
- The Department also hopes to recruit more senior members.

DEPARTMENT OF STATISTICS

INTRODUCTION

The Department of Statistics has been operational for barely two years now, but used to be merged with Department of Mathematics. It runs two main under-graduate programmes: BSc (Statistics) and BSc (Actuarial Science). It also runs three graduate programmes: MPhil (Statistics) and PhD (Statistics) on regular basis, and MSc (Statistics) on sandwich basis.

VISION

To create an integrated teaching, research and outreach centre in order to enhance the visibility, linkages and impact of Statistics and Actuarial Science to the development of the country.

MISSION

- To train Statisticians and Actuaries who can advance the frontiers of knowledge by creating new concepts and apply their skills in solving data-problems in science, industry, commerce and business.
- To serve as a leading academic department in the development of statistical research methodologies and applications to contemporary data problems;
- To provide specialised training and expert advice on Statistics and its applications to staff of relevant institutions and for national advancement.

DESCRIPTION OF RESEARCH FOCUS

The research focus of the Department is two-fold. A major focus is given to studies on techniques for Multiple Multivariate Statistics data problems of various forms. The research of the Department has focused on the variance-covariance structure and dimensionalities of multivariate data problems. Applications are made to determine price levels of several local food items on markets across Ghana; DNA Sequencing; and the effect of climate conditions and improvement of climate services on agriculture. Another major focus is the investigation of health monitoring using vital statistics.

STUDENTS' ENROLMENT

The following is the distribution of first-year and total enrolments of programmes in the Departments for the 2019/2020 academic. The total number of students affiliated to the Department is now 334.

Programme	Number of First year students	Total number of students
BSc Statistics	31	93
BSc Actuarial Science	54	220
MPhil (Statistics)	8	14
PhD (Statistics)	0	7
TOTAL	93	334

No PhD student was admitted for the 2019/2020 academic year.

STAFFING POSITION

The Department has thirteen (13) staff. The distribution for staff categorisation is shown below. Two (2) part-time lecturers were engaged for both first and second semesters to support teaching in Actuarial Science courses.

Staff Category	Number
Academic Staff*	9
Senior Staff	2
Junior Staff	2
TOTAL	13

One academic staff member is on study leave abroad.

STAFF DEVELOPMENT/AWARDS

The Department had the last batch of its staff on local PhD programmes completing their respective programmes in the year under review. Thus, by the close of 2019/2020, all senior members (except one, on study leave abroad) had their PhD degrees.

STUDENTS' SUPPORT SERVICES

Staff-Students engagements were held both at the department and school levels. Issues of student associations and industrial attachments were discussed, among others.

PHYSICAL STRUCTURES AND VIRTUAL INFRASTRUCTURE

The Department has refurbished all seven staff offices by replacing the floor materials with tiles and painted the offices and doors, among others. It has also commenced refurbishment of the Department's Computer Laboratory. It has done a re-wiring of the Laboratory to replace the faulty one which caused the malfunctioning of some of the computers. Procurement processes are underway to replace air-conditioners which are old and are out of order.

INTERNATIONAL PARTNERSHIP AND INDUSTRY LINKAGES

The Department started collaboration with the University of Maryland Baltimore County (UMBC), USA, to co-organise the 7th African International Conference (AIC) on Statistics at UCC. The conference which was to be held from May 24 – 29, 2020 was suspended due to the COVID-19 pandemic. A pre-conference was however held in January 19 – 24, 2020 in the school and involved the International Coordinator, Prof. Yehenew G. Kifle from UMBC, members of Local Organising Committee and Sub-committees.

ACADEMIC PROGRAMMES

Academic programmes remain as specified in the introduction. No new programmes or courses were introduced over the period.

FUTURE PLANS

The Department intends to increase admissions into its graduate programmes as enquiries on admission have increased over the period. The impact of statistical data analysis would be made more relevant and visible in the University community.

DEPARTMENT OF LABORATORY TECHNOLOGY

INTRODUCTION

The Department of Laboratory Technology is one of the five Departments in the School of Physical Sciences, College of Agriculture and Natural Sciences. The Department runs a programme leading to the award of BSc Laboratory Technology degree. The duration of the programme is 4years. The BSc Laboratory Technology Programme started in 2003 after the three-year Diploma had phased out in 2002. The Department also runs a 4-semester (long vacation) top-up sandwich programme for workers who want to upgrade themselves.

VISION

To become a centre of excellence for the training of undergraduate and postgraduate students in Laboratory Management and Science/Technology.

MISSION

To produce highly qualified Laboratory Scientist/Technologist capable of managing any kind of laboratory and serve as a pivot for productivity in all areas of laboratory operations.

RESEARCH FOCUS

The Department is focused on researching into the production of simple electronic gadgets, using local materials and analysing chemical and microbiological characteristics of food and other samples.

COURSES

The courses run in the Departments are purely practical-based. Each course has both the theoretical and practical components which make students have hands-on approach to their learning.

The Department's Board approved five new courses to be mounted in the next academic year (2021/2022). These new courses will enable students to acquire enhanced knowledge and skills in good laboratory practices, chemistry laboratory techniques, and quality assurance and quality control in the laboratory.

STUDENTS' ENROLMENT

The Department has a total of four hundred and thirty-five (435) students comprising one hundred and two (102) Level 100, one hundred and twenty-eight (128) Level 200, one hundred and eighteen (118) Level 300, and eighty-seven (87) Level 400.

STAFFING POSITION

The Department has six teaching staff comprising two (2) Senior Lectures, two (2) Lecturers, one (1) Assistant Lecturer and a Professor who is the Head of Department. The Department also has six (6) Laboratory Technicians.

STUDENTS' SUPPORT SERVICES

Counselling

The Department has Academic Advisors who guide students in taking decisions pertaining to their academic works and career. The Departments' Registration and Examination Officer assists students on issues concerning their registration and examinations. The Department also organises staff-student consultative meetings once a semester to address concerns of the students.

Job Search and Placement Services

The Department gives introductory letters to students to send to industries for their vacation practical attachments and where possible students are employed after completing their programme of study.

Staff Student Engagements

Members of staff help students to gain experience and provide them with real world knowledge for future careers.

INTERNATIONAL PARTNERSHIP AND INDUSTRY LINKAGES

The Department, together with the Department of Chemistry, is involved in the testing of Food and Water samples for certification by the Food and Drugs Authority (FDA) of Ghana. The testing was stopped in February, 2019. In order to have authorization to continue the sample testing, the Department has prepared a laboratory policy document as directed by the Food and Drugs Authority.

The instrument and equipment are yet to be calibrated, after which the Food and Drugs Authority will undertake their inspection.

The Department is collaborating with other stakeholders such as Ghana National Fire Services, NADMO and the Ghana Armed Forces and Police Service to introduce a programme in Safety and Emergency Response.

ACADEMIC PROGRAMMES

The proposed MPhil/MSc (Safety and Emergency Response) programme has not yet been approved by the Academic Board.

FUTURE PLANS

The Department runs a four-year BSc (Laboratory Technology) programme. Plans are far advanced for the introduction of MPhil/MSc (Safety and Emergency Response) programme. The proposal for the MPhil/MSc programme has been accepted by the School of Graduate Studies and now awaits approval by the Academic Board.

DEPARTMENT OF WATER AND SANITATION

INTRODUCTION

The Department of Water and Sanitation was established at the start of this academic year (2019/2020) with twenty-five (25) students with the support of a capacity building project funded by the Netherlands Government through NUFFIC. The Department has five teaching staff, comprising four males and one female, and three female administrative staff. The research interests of our staff for the period under review focused on:

- water safety planning and implementation in small-scale water supply systems
- innovations and technical challenges in the design, construction and usage of the ventilated improved pit and the biogas toilets
- the impact of human behaviour and activities on river water quality
- greywater characteristics, treatment, and reuse in developing countries
- existing realities and sustainable pathways for solid waste management in Ghana

VISION

To be a centre of academic excellence in water, sanitation, and hygiene studies.

MISSION

To produce high quality manpower and critical knowledge for sustainable water supply, environmental sanitation and hygiene promotion in Ghana and beyond through problem-oriented curricula, innovative research, and strategic collaborations and partnerships.

STAFF DEVELOPMENT/AWARDS

Four (4) staff of the Department continued to work on their respective PhD programmes with the Maastricht University as part of the NUFFIC project, with one successfully graduating with his PhD. The oral defence of two other staff was suspended due to the COVID-19 pandemic. Two former female Teaching Assistants who were sponsored under the NUFFIC project to pursue Master's Degrees in Germany also successfully completed their respective programmes.

STUDENTS' SUPPORT SERVICES

Staff of the Department actively engaged in student counselling and support services. Special arrangements were made for students who had challenges in specific courses, especially those taken from other departments, to receive extra attention and support from Teaching Assistants under the facilitation of the Department. The Department also facilitated placement for student attachment and data collection through provision of necessary introductory letters.

PHYSICAL STRUCTURES

Through the support of the NUFFIC project, the new Department is being housed in offices created from a partitioned and refurbished open space that has been furnished with standard office furniture and equipment, as shown below. Also shown are pictures of our refurbished Water and Environmental Quality Laboratory that has been resourced with modern scientific equipment under the NUFFIC project.



Refurbished Laboratory



Refurbished Laboratory



Departmental Meeting Room



Departmental General Office

INTERNATIONAL PARTNERSHIPS AND INDUSTRY LINKAGES

The Department has maintained its partnership with the Maastricht University (MU) in the Netherlands who are our official Dutch partners for the implementation of the NUFFIC project. Two (2) staff of the Department visited MU during the period under review. The Department also collaborated with the University of Bologna in Italy to apply for and won an Erasmus + programme for staff and student mobility.

ACADEMIC PROGRAMMES

Presently, the Department runs only the Bachelor of Science (BSc) programme in Water and Sanitation. However, as part of the objectives of the NUFFIC project, a revision of the existing programme and a new programme have been approved by the Academic Board, pending accreditation. The Department is also actively involved in the development of an MPhil/PhD programme under the African Centre of Excellence in Coastal Resilience (ACECoR) project which is being funded by the World Bank.

FUTURE PLANS

The Department's immediate plans are the completion of the external approval and accreditation processes for the revised and new programmes approved by the Academic Board. In the medium term, the Department is seeking grants for further capacity building to introduce an engineering option in the training of water, sanitation, and hygiene professionals.

DEPARTMENT OF CHEMISTRY

INTRODUCTION

The Department of Chemistry is one of the major Centres of chemical science in the country. The Department was established in 1962 as one of the first departments in the University of Cape Coast to help meet the manpower needs of the country, especially, in the field of chemical education at the second cycle schools. Currently the Department trains the needed manpower for both local and foreign economies and provides quality control and quality assurance officers to the various industries.

VISION

To have a Department within the University which abounds with qualified, highly ranked and experienced lecturers, researchers and educators to make the department strongly positioned with a worldwide acclaim.

MISSION

The Department of Chemistry in the University of Cape Coast is to be a centre of excellence in teaching, research and innovation in the country with equal opportunity and state of the art facilities. It is to be uniquely placed to provide quality and excellent education through the provision of programmes that challenge learners to be creative, innovative and morally responsible citizens.

SECTIONS OF THE DEPARTMENT

The Department is currently made up of the following sections:

- Organic Chemistry
- Physical Chemistry
- Inorganic Chemistry
- Analytical Chemistry
- Industrial Chemistry

Industrial Chemistry Section has a Co-ordinator who is answerable to the Head of Department and is immediately responsible for organising academic work in that section. Upon Academic Board's approval of the establishment of the Department of Water and Sanitation, the Department started operation in the 2019/2020 academic year.

STUDENTS' SUPPORT SERVICES

- The Department continues to engage students on issues concerning their development. Academic advisors have been assigned to the various student levels of the school.
- Field trip to organisations with the Industrial Chemistry final year students.
- Outreach Programme: A team of 24 (3 Teachers, 19 Students, 1 laboratory Technician, 1 Driver) arrived in UCC from SOSHGIC, Tema June and a team of 44 (3 Lecturers, 40 Students, 1 Driver) also arrived in UCC from Takoradi Technical University in 2019 respectively. The purpose of the field trip is to provide opportunities for students to focus on their independent investigation and to collect their data. With the support and assistance from the lectures, the trip was very successful as all the students were able to collect their data within the stipulated time and some were able to process their data.
- Workshops/Conferences and Seminars: The Department supported the Ghana Chemical Society to participate in the 21st Annual Conference and General Meeting on the theme "The Chemist as an Entrepreneur", which was hosted by the Ghana Chemical Society-University of Cape Coast, Cape Coast from February 5 - 9, 2020. As part of the annual conference, seminars on how to write the thesis for final year students, life after school, and how to combine academic work with extra curricula activities for continuing students were organised.

ACADEMIC PROGRAMMES

The academic programmes of the Department are vested in two sections: BSc Chemistry and BSc Industrial Chemistry. Academic programmes are mounted each year at the Bachelor, Master's and Doctoral levels. Proposal for new programmes (BSc Food Chemistry) has been forwarded to the Dean, School of Physical Sciences for further studies. BSc Computational Chemistry and BSc Environmental Chemistry and Toxicology are in advanced stages of preparation.

FUTURE PLANS

The Department intends to create an environment that seeks to improve student life, foster student – focused teaching and learning and graduate students with strong ethics and commitment to society.

The Department of Chemistry intends to transform itself into a School of Chemistry to introduce the following programmes in the near future:

- Food Chemistry

- Marine Chemistry
- Pharmaceutical Chemistry
- Environmental Chemistry
- X-ray Crystallography, and
- Environmental Engineering.
- Nanotechnology

DEPARTMENT OF COMPUTER SCIENCE AND INFORMATION TECHNOLOGY

INTRODUCTION

The Department of Computer Science and Information Technology (DCSIT) is one of the Departments within the School of Physical Sciences of the College of Agriculture and Natural Sciences, University of Cape Coast. It was established in 2003 to train and prepare students for the awards of BSc (Computer Science) and BSc (Information Technology) degrees.

With the recent developments and trends in Information Technology (IT) and Computer Science, it has become necessary to establish an academic Department so that it could play the role of teaching and research in the University to enhance computer science and information technology education in the University.

The countrywide shortage of qualified human resources in Computer Science and Information Technology has been the main obstacles to the deployment, exploitation and development of ICT to accelerate the socio-economic development in Ghana. There is therefore the urgent need to meet these shortfalls in Computer Science and Information Technology graduates with the requisite skills. The Department of Computer Science and Information Technology programmes are geared towards this major area of manpower requirement by preparing qualified Senior High School graduates for a career in Information Technology and Computer Science.

The Department will offer other BSc degree programmes as and when academic staffing situation improves in the following areas:

- BSc (Multimedia Computing)
- BSc (Software Engineering)

The Department is in the process of training the required manpower for efficient research and teaching. On this basis, we continue to solicit assistance from recognised institutions for the necessary support.

VISION

The Department will provide students with adequate training in computer systems that will prepare them to develop careers in advanced computing fields like Machine Learning, System Administration, Programming, among others.

MISSION

The Department aims at providing quality Computer Science and Information Technology education using the best researchers, qualified personnel, and state-of-the-art facilities.

STUDENT ENROLMENT

The Department admitted One Hundred and Nineteen (119) first year students and One Hundred and Seventeen (17) to the Computer Science and Information Technology units respectively.

STAFFING POSITION

The total number of lecturers in the Department is Ten (10), including one (1) on sabbatical leave.

STAFF DEVELOPMENT/AWARDS

Capacity Building Training and Workshops for Senior Members.

Dr. George Aggrey, Mr. Welborn A. Marful, and Mr. Isaac Armah Mensah attended the Huawei training in access from March 10 - 14, 2020 in Accra.

STUDENTS SUPPORT SERVICES

Counselling

During the period under review, there was no counseling session organised for students.

Job Search and Placement Services

Documents covering appointment of an applicant for the Computer Science Department have been forwarded to management for consideration.

Staff and Student Engagement

The Department engaged the first years' students, interacted with them, and introduced them to the business of the Department.

PHYSICAL STRUCTURES AND VIRTUAL INFRASTRUCTURE

ICT Infrastructure and Equipment

Twenty-five (25) Desktop computers were installed at the department's computer laboratory.

ACADEMIC PROGRAMMES

New Courses Introduced

The Department submitted Two (2) new programmes to the National Accreditation Board for accreditation. During the period under review (2019/2020), no new courses were introduced. However, Two (2) new programmes were submitted for accreditation purposes.

FUTURE PLANS

The Department of Computer Science and Information Technology plans to introduce Master of Science, Master of Philosophy, and Doctor of Philosophy Programmes in Computer Science in the next academic year. It has plans to increase the number of computers in the department's computer laboratory and expand the facilities in the Laboratory.

LASER AND FIBRE OPTICS CENTRE

INTRODUCTION

The Laser and Fibre Optics Centre (LAFOC) is an autonomous Research Centre located in the Department of Physics of the University of Cape Coast. It embarks on Graduate Research and Training in Laser and Fibre Optics technology as applied to Medical, Chemical, Biological, Agricultural, Industrial, Communication and Environmental Studies.

VISION

To be a well-distinguished Laser Centre known for its researches in Lasers and Fibre Optics.

RESEARCH ACTIVITIES

The research activities at the Centre currently focus on Applied Spectroscopy as applied to Optical Remote Sensing for Environmental purposes, Medicine, Agriculture and Industry.

COLLABORATING INSTITUTIONS

The Centre collaborates with recognised institutions both within and outside Ghana.

Collaborating institutions within Ghana

- Department of Optometry of University of Cape Coast (UCC)
- Agriculture Engineering and Crop Science Departments (UCC)
- Physics Department, University of Ghana
- Physics Department, Kwame Nkrumah University of Science and Technology
- Ghana Atomic Energy Commission (GAEC)
- Tema Oil Refinery (TOR)

Collaborating Institutions Outside Ghana

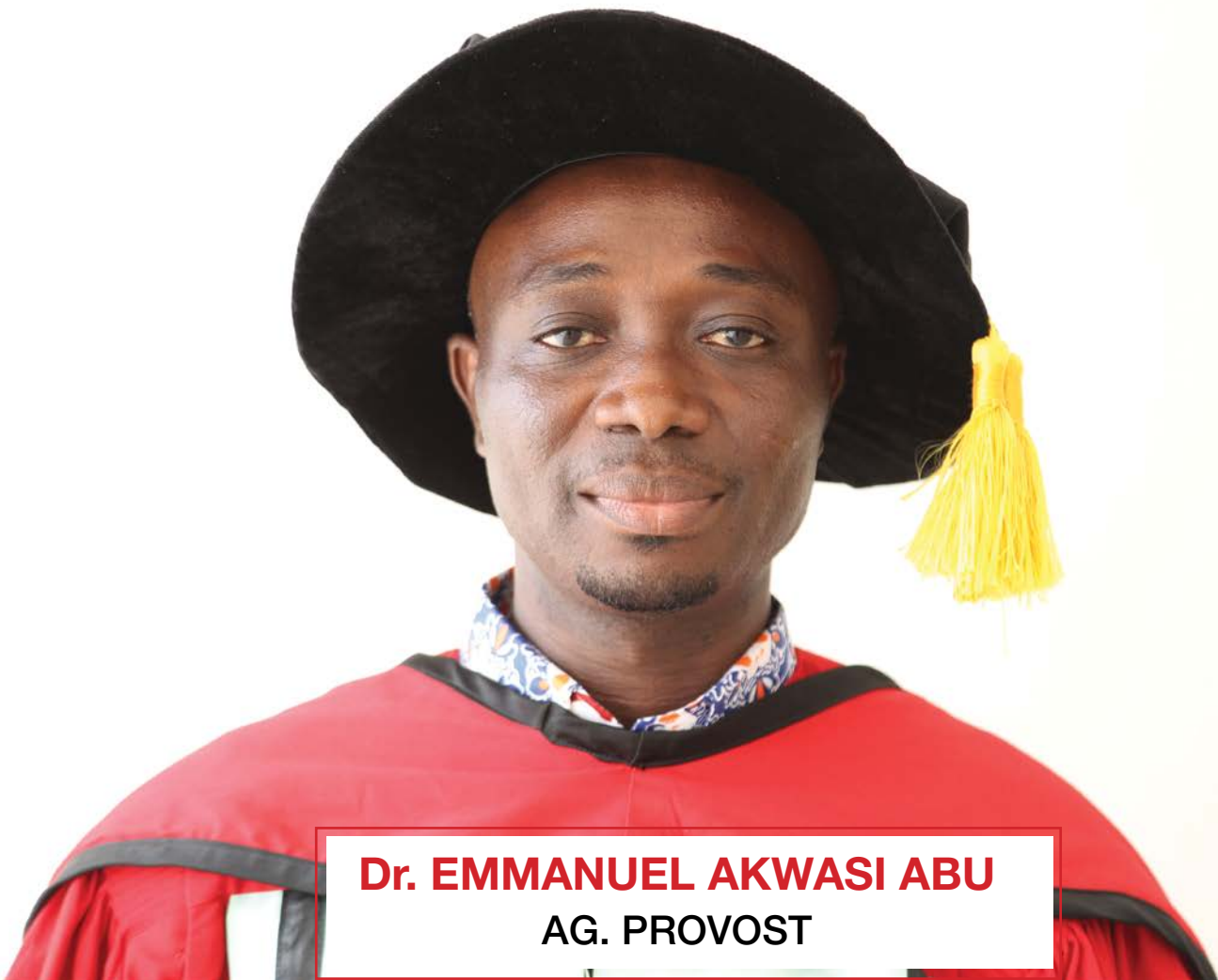
- International Centre for Theoretical Physics (ICTP)
- Training and Research in Italian Laboratories (TRIL-ICTP)
- Institute of Atmospheric Science and Climate, Centre for National Research of Italy (ISAC-CNR)
- Lund Institute of Technology, Sweden
- Uppsala University, Sweden
- International Science Programme (ISP)
- Centre for Biomedical and Photonics, University of Munster, Germany
- Mid Infrared Technology for Health and Environment (Mirthe), Princeton University
- African Spectral Imaging Network (AFSIN)
- Institut National Polytechnique Félix Houphouët-Boigny, Yamoussoukro.

STUDENTS' ENROLMENT

Two (2) PhD students have successfully defended their theses and awaiting graduation. Currently, there are two (2) PhD students and seven (7) MPhil students.

PHD SUMMER SCHOOL AND CONFERENCE

The Centre was selected by the African Spectral Imaging Network (AFSIN) to host the annual PhD Summer School and Workshop. This was organised on the theme 'Using Simple Tools for Advanced Research in Optical Spectroscopy and Multispectral Imaging'. The Summer School took place between July 1 and August 20, 2019, while the conference took place within the period of the Summer School, between July 22 and 30. Participants came from Ghana, Burkina Faso, Cameroon, Côte d'Ivoire, Kenya, Mali, Senegal, Togo, and Sri Lanka.



Dr. EMMANUEL AKWASI ABU
AG. PROVOST

COLLEGE OF HEALTH AND ALLIED SCIENCES

SCHOOL OF ALLIED HEALTH SCIENCES

INTRODUCTION

The School of Allied Health Sciences was established in May, 2015 to provide allied health education of the highest standards and value in Ghana and beyond. The core mandate of the School is to produce allied health practitioners and researchers who are motivated to maintain excellence in all aspects of health care delivery.

MANAGEMENT OF THE SCHOOL

Dean's Office

- Dean – Dr. Emmanuel Kwasi Abu
- Vice-Dean – Dr. Desmond Omame Acheampong
- Faculty Officer – Mr. Atta Yeboah-Sarpong

VISION

A school of excellence committed to training, service and research within the health sector.

MISSION

- Provide scholarly, creative and innovative training for allied health professions.
- Conduct needs driven community-based health research.
- Provide quality and evidence-based services within the expertise of the School
- Provide mentorship and professional development to allied health professionals

CORE VALUES

- Innovation
- Service
- Teamwork
- Excellence
- Professionalism

HEADS OF DEPARTMENT

- | | | |
|---|---|-------------------------------|
| • Dept. of Medical Laboratory Sciences | - | Dr. Isaac Dadzie |
| • Dept. of Clinical Nutrition and Dietetics | - | Dr. A. Kofi Amegah |
| • Dept. of Physician Assistant Studies | - | Dr. Stephen Ocansey |
| • Dept. of Health Information Management | - | Dr. Richard K. Dadzie Ephriam |
| • Dept. of Medical Imaging Technology & Sonography- | - | Dr. Philip Nartey Gorleku |
| • Dept. of Optometry | - | Dr. Samuel Bert Boadi Kusi |
| • Dept. of Biomedical Sciences | - | Dr. Elvis Ofori Ameyaw |
| • Dept. of Sport and Exercise Science | | |

ACADEMIC PROGRAMMES

The following undergraduate and postgraduate programmes are offered by the School:

- 6-year Doctor of Optometry
- 4-year BSc Medical Laboratory Sciences
- 4-year BSc Biomedical Sciences
- 4-year BSc Physician Assistant Studies
- 4-year BSc Dietetics
- 4-year BSc Sport and Exercise Science
- 4-year BSc Health Information Management
- 4-year BSc Diagnostic Imaging Technology
- 4-year BSc Diagnostic Medical Sonography
- MPhil/PhD Drug Discovery and Toxicology
- MPhil/PhD Parasitology
- BSc Health Information Management (Sandwich)
- Post Diploma in Medical Laboratory Science (Sandwich)

STAFF STATISTICS – TEACHING

The total number of Academic Staff in the School is sixty-four (64) and the break-down is as follows:

- Full Professor (1)
- Senior Lecturers (16)
- Lecturers (23)
- Assistant Lecturer (24)

STAFF STATISTICS – NON-TEACHING

The Non-Teaching Staff is totalled forty-eight (48), comprising the following:

- Senior Assistant Registrar (1)
- School Accountant (1)
- Senior Staff (28)
- Junior Staff (18)

STUDENTS' ENROLMENT - 2019/2020

The total number of students enrolled into the School to read various undergraduate and postgraduate programmes in 2019/2020 was six hundred and forty-nine (649) and seventeen (17) respectively.

MAJOR ACTIVITY IN THE YEAR UNDER REVIEW

Dean's Award Ceremony and Faculty/Students Consultative Meeting

The School held its second Dean's Award Ceremony on November 14, 2019 where various awards were given to thirty-nine (39) deserving students. The ceremony coincided with the School's Faculty/Students Consultative meeting.

ACHIEVEMENTS

- The Department of Medical Laboratory Science has secured financial support from the College of Distance Education to establish a laboratory facility to train students.
- The Department of Physician Assistant Studies has been allocated a space to establish a skills laboratory for the training of its students.
- The School recruited nine (9) Faculty for the Departments of Biomedical Sciences, Physician Assistant Studies, Clinical Nutrition and Dietetics, Imaging Technology and Sonography and Sport and Exercise Science.
- The Dean's Office and the five (5) departments in the CA Ackah building complex have been connected to the University wide internet coverage.
- The School organised its second Dean's Award Ceremony where thirty-nine awards were given to deserving students.

CHALLENGES

- Inadequate Office Space for Academic Staff of the Departments located in CA Ackah Building Complex of the School.
- Low students' enrollment numbers for some programmes such as Sport and Exercise Science.
- Enormous pressure on the only coaster bus to convey students of the various programmes to and from the practical teaching centres in the Metropolis.
- Weak financial position of some departments.

FUTURE PLANS

- The School has a plan for the Construction of School Building Complex to house all the Departments.
- The School seeks to Collaborate with local and international Institutions in areas of teaching,

research and exchange.

- To develop new market driven programmes such as BSc (Nutrition), MPhil (Epidemiology), and introduction of physiotherapy into Sports and Exercise Science programme.

DEPARTMENT OF OPTOMETRY AND VISION SCIENCE

MISSION

To train highly qualified Optometrists to take up positions in the eye care sector and to serve as a centre of excellence in optometry practice and research.

Currently, the Department runs a six-year Doctor of Optometry (OD) programme. The Department has submitted for approval curricula for postgraduate programmes in Optometry and Vision Science. A top-up Doctor of Optometry (Sandwich) has also been submitted for approval. The Department has expanded its onsite teaching clinics to the premises of the University Health Directorate (UHD). These clinics also provide quality optometric and vision care services to the University community and the Cape Coast metropolis.

The Department also undertakes outreach programmes to surrounding towns and villages and educational institutions in the Cape Coast metropolis. At these outreach programmes, eye care services are brought to the doorsteps of communities which otherwise do not have access to any form of eye care. The Department is also in the forefront of research in Optometry and Vision Science.

Research areas of faculty members of the Department include ocular health, binocular vision and visual dysfunctions, refractive errors and amblyopia, ocular pharmacology and therapeutics, low vision, public health optometry, ophthalmic dispensing and contact lenses.

STUDENTS' ENROLMENT

The total number of students in the Department currently stands at two hundred and fifty-seven (257).

STAFFING POSITION

The Department currently has ten (10) faculty members at post and two (2) other faculty members are on study leave outside the country pursuing PhD studies. Within the period, Dr. Michael Ntodie and Dr. Andrew Owusu-Ansah returned to the Department from study leave. The Department has three (3) other technical staff comprising one optometrist and two dispensing opticians. The administrative, clerical, and other supporting staff in the Department are six (6).

STAFF DEVELOPMENT/AWARDS

Capacity Building Training and Workshop

Four faculty are currently enrolled in a Low Vision Postgraduate Certificate programme run by School of Optometry, Cardiff University. They are Dr. Emmanuel Abu, Dr. Samuel Bert Boadi-Kusi, Dr. Enyam Morny and Dr. Patience Ayerakwa. This programme is funded by the Welsh Government's Wales for Africa Grant Scheme which was won through a grant application

which was jointly submitted by the Cardiff University and Department of Optometry and Vision Science, UCC.

All faculty were involved in a training workshop which was organised by the Centre for Teaching Support, Training and Development on the effective use of the Moodle e-learning platform for teaching from February 4–6, 2020. Faculty of the Department attended several Continuous Professional Development (CPD) programmes where some were resource persons and others being participants.

AWARDS/GRANTS

Within the year, a team led by Dr. Enyam Morny (for UCC) and Prof. Barbara Ryan (for Cardiff University) won the ERASMUS+ International Staff Mobility Grant of 47,680 Euros. Dr. Enyam Morny, Dr. Samuel Bert Boadi-Kusi and Dr. Carl Halladay Abraham (UCC) and a team from the School of Optometry, Cardiff University also won the Global Challenge Research Fund (GCRF) Small Project Grant titled “Challenging Blindness in Sub-Saharan Africa: The Ghana Glaucoma Pilot” of £34,520). A collaborative team also won the Welsh Government Wales for Africa Grant Scheme projects titled “Low Vision Rehabilitation Training for staff in the Optometry School of University of Cape Coast” of £4,520.

PUBLIC LECTURE

Four faculty members namely, Dr. Emmanuel Abu, Dr. Samuel Bert Boadi-Kusi, Dr. Enyam Morny and Dr. Carl Halladay Abraham gave series of public lectures at the School of Optometry, Cardiff between January 15, 2020 and January 24, 2020. These included lectures for students, practitioners and faculty as well as leaders of Professional Associations.



Ghanaian delegation from UCC with some faculty of Cardiff University

Dr. Stephen Ocansey went to Orlando & 3rd World Congress of Optometry meeting at Orange County Convention Centre, Orlando, FL from October 23-27, 2019. He presented a paper titled “Normative values for retinal nerve fibre layer thickness, optic nerve head parameters and

its association with visual function in an African population” which investigated relationships between routine clinical measurements with other optical tomography parameters in healthy eyes of Black Ghanaians at the scientific session of the meeting. He also presented a poster on a study that investigated the socio-demographic factors that modifies awareness, knowledge, and perceived risk of Glaucoma in rural and urban residents in the Central Region. The joint meeting by the American Academy of Optometry and the World Council of Optometry marked the American Academy of Optometry’s 98th annual meeting. More than 10,000 Optometrists, Vision Care Professionals, Vision Scientists and Optometry students from around the world attended this prestigious meeting.

His trip and research was partly supported by the University of Cape Coast, through their Directorate of Research and Consultancy by granting a group research support for data collection and the Department of Optometry and Vision Science for waivers for eye equipment used. The next meeting will be held at the Music City Centre, Nashville, TN from October 7 – 10, 2020.



STUDENTS’ SUPPORT SERVICES

Counselling

The Department maintains an active counselling session for its preclinical and clinical students. We also collaborate with the University Counselling Centre.

Job Search and Placement Services

All clinical students were successfully placed in various eye clinics and hospitals throughout the country to undertake the vacation externship courses. Through Vision Aid Overseas-UK, the Department assisted interested students to acquire personal ophthalmic equipment.

Staff and Student Engagements

The Department organised one student-staff consultative meeting to discuss matters of students’ welfare and how to promote effective teaching and learning in the Department.

PHYSICAL STRUCTURES AND VIRTUAL INFRASTRUCTURE

For the year under review, the Department renovated part of its Science Clinic and Optical Workshop. The Department also purchased some basic equipment and received donated equipment from individuals and organisations including Keeler Ltd, UK.

INTERNATIONAL PARTNERSHIPS AND INDUSTRY LINKAGES

Our international partners, The Optical Foundation (TOF), Netherlands, awarded a grant to a fifth year student (Ms. Aboagye-MacCarthy Asantewaa) to attend the Netherlands Contact Lens Congress which was to be hosted by the Dutch Contact Lens Association in March, 2020. Although the student made all the necessary travel arrangements, she could not travel due to the COVID-19 Pandemic. In the year under review, the Department was able to attract a Fulbright Professor of Optometry through the Fulbright's Special Programme of the US through its Embassy in Ghana with the support of the Vice-Chancellors Office. The Department also hosted a team of five highly skilled Optometrists from the Vision Aid Overseas, UK. The team spent two weeks in Ghana, and trained our clinical students in practical sessions and also went on rural outreaches with our students and faculty in and around Cape Coast.

Finally, four faculty members visited the School of Optometry, Cardiff University January 15–24, 2020 to meet with their collaborators. The team comprised Dr. Enyam Morny (Coordinator for Clinical Teaching & Outreaches), Dr. Samuel Bert Boadi-Kusi (Head, DOVS), Dr. Emmanuel Kwasi Abu (Dean, School of Allied Health Sciences (SAHS)) and Dr. Carl Abraham (Registration and Examinations Officer, DOVS). During the 10-day visit, the team met with various management members and lecturers of SOVS, including Prof. John Wild (Head of School), Prof. Barbara Ryan (Director of Postgraduate Taught Programmes and Co-Director of Wales Optometry Postgraduate Education Centre), Prof. Tom Margrain (Director of Research), Dr. Kirsten Hamilton (Director of Teaching and Learning) and Prof. James Morgan (Professor and Consultant in Ophthalmology). The UCC team made presentations to showcase the research capacity, output and potential of the department, the quality of the 6-year Doctor of Optometry undergraduate programme and the potential for setting up a postgraduate programme in Optometry and Vision Science, as well as opportunities for volunteering in Ghana. Dr. Boadi-Kusi who is also the Vice-President of the Ghana Optometric Association, gave a presentation on the practice of Optometry in Ghana at an event organised for optometrists in Wales. The members of the team also gave lecture presentations to MSc students of SOVS on various topical issues in Optometry which were relevant to the West African Sub-Region. The team used the opportunity to explore possible research opportunities between the two institutions.



UCC team with the Director Head of School of Optometry and Director of Research, CU

FUTURE PLANS

The Department has plans to become a school in the shortest possible time. We have started this by submitting two MPhil and PhD programmes to the College Board for consideration and approval by relevant University Bodies. We have also submitted a top-up Doctor of Optometry programme to be run on sandwich basis for practising optometrists in Sub-Saharan Africa.

DEPARTMENT OF SPORT AND EXERCISE SCIENCE

INTRODUCTION

The Department of Sport and Exercise Science was set up to train students to gain the foundation in the scientific principles that underpin human physical performance, backed up with the core business and skills relevant to the global sport industry and the cooperate world. In order to achieve this, the BSc Sport and Exercise Science programme focuses on quality teaching and innovative research in the areas of functional anatomy, biomechanics, nutrition, sport psychology, exercise physiology, sport management as well as the social and cultural impact of sport and exercise on society.

The programme has been designed to meet industry's need for well-qualified Sport and Exercise Science practitioners who can combine management, inter-cultural financial skills with professional knowledge of sports. The programme therefore, helps students to acquire the necessary knowledge, understanding and skill to enable reflective sport science practice in a range of sports and clinical settings, health sector and the co-operate world.

Within the period under review, Mr. Emmanuel Asante was appointed by the Appointments and Promotions Board of this University as lecturer. The Departmental Board has also recommended for the appointment of Mr. Stephen Anim as Assistant lecturer.

VISION

To become an internationally acclaimed sport, health, exercise and performance centre in quality interdisciplinary teaching, innovative research and collaborative partnership with local and international sporting organisations and academic institutions to promote youth and adult sport participation drawing from the documented benefits of physical activities which are related to health.

MISSION

To train excellent professionals in sport, exercise, and health sciences, who will engage in innovative research and be responsive to the needs of the society.

TEACHING

Most of the courses are taught via didactic lectures, problem-based learning, laboratory sessions and practical session on the field.

STUDENTS' ENROLMENT

Currently, the Department has a total of 16 students comprising 3 level 100 students (1 male, 2 females), 5 level 200 students (4 males, 1 female) and 8 level 300 students (5 males, 3

females). Plans are far advanced to increase the number of students for admission in the 2020/2021 academic year.

STAFFING POSITION

Currently, the Department has three (3) academic staff (2 lecturers and 1 assistant lecturer), and one (1) administrative staff (Principal Administrative Assistant).

STUDENTS' SUPPORT SERVICES

Field Observation/Clinical Placements

In line with its desire to give hands on education and experience to students, the Department encourages attachments with reputable organisations in the areas of sport, exercise and health. Also, students have already started with their field observation/clinical placement with reputable sport related institutions.

INTERNATIONAL PARTNERSHIPS AND INDUSTRY LINKAGES

Shanghai University of Sport (China)

The Department intends to sign a Memorandum of Understanding (MoU) with the Shanghai University of Sport (China) for a partnership that involves staff and student exchange programmes. The purpose of this MoU is to establish a mutually beneficial relationship, which will stimulate co-operation and strengthen research, teaching and outreach to promote development, broaden international experiences and promote cross cultural knowledge and understanding among staff, faculty and students of both institutions.

Areas of Collaboration may include:

- Exchange of Students.
- Exchange of Faculty/Researchers.
- Joint conferences, seminars, academic interactive sessions and professional development programmes.
- Exchanging academic materials and published information.
- Providing exchange internship opportunities for qualified students of the two Universities.

FUTURE PLANS

The Department plans to:

- Increase the number of students and teaching staff.
- Restructure the programme by introducing physiotherapy.
- Facilitate processes for collaborative partnership with both local and international institutions.
- Introduce sandwich programmes.
- Establish Sport and Exercise laboratories

DEPARTMENT OF CLINICAL NUTRITION AND DIETETICS

INTRODUCTION

The Department was established in 2016 with the vision to become a centre of excellence in nutrition and dietetics education and research in Ghana and the West Africa Sub-region. Although, a relatively young Department, it is making giant strides in nutrition and dietetics teaching, research and outreach in the country. This is evident by our growing research initiatives, well-fashioned outreach activities which is promoting health and protecting public health in communities within the Cape Coast Metropolitan Area, as well as the brilliant students we continue to attract.

The Department presently has two research groups; Public Health Nutrition and Translational Nutrition, which are advancing the Department's research agenda through aggressive pursuit of funding for ground breaking and impactful research. We are also actively pursuing collaborations with nutrition and wellness research institutes and centres locally and internationally to help advance our research agenda and inform food and nutrition policies in the country and the sub-region.

VISION

To be recognised worldwide as a centre of excellence in nutrition and dietetics education and research.

MISSION

To train nutritionist and dieticians equipped with relevant knowledge and skills in the science and practice of nutrition and dietetics to enable them improve the health and well-being of the population and also function effectively in the multi-disciplinary healthcare team.

RESEARCH ACTIVITIES

- Determining Glycaemic Index of breakfast porridges in Ghana.
- Assessing risk factors of anaemia in adolescents in Central Region.
- Assessing Cardiovascular Disease risk among people living with HIV.
- Management of Severe Acute Malnutrition: Challenges and Experiences of Health Professionals in Nutrition Rehabilitation Centres.
- Household Food Security Status and Coping Strategies before and during Covid-19 Pandemic in Ghana.

OUTREACH ACTIVITIES

The Department organises outreach activities once every semester in schools and communities in and around the University and adjoining areas to offer free nutrition screening, education and counselling on diet related issues. Communities which benefitted from our last outreach activities include Abura, Amamoma and Kwaprow.

FACULTY AND PUBLIC LECTURE

The Department had the 2nd Edition of its annual Nutrition Lecture Series which was delivered by Professor Paul Amuna and Professor Francis Zotor on the topic: National Food and Nutrition Policy: Current State and Relevance for Public Health and Socioeconomic Development.

STUDENTS' ENROLMENT

The Department currently has a total of three hundred and nine (309) undergraduate students enrolled on the BSc Dietetics programme: fifty-four (54) Level 400 students, ninety-four (94) at level 300, ninety-seven (97) at level 200 and sixty-four (64) level 100 students

STAFFING SITUATION

The Department has a total of 6 academic staff which include 2 Senior Lecturers, 1 Lecturer and 3 Assistant lecturers.

The non-academic staff include a Principal Administrative Assistant, an Administrative Assistant, a Principal Technician and a Messenger Cleaner.

STAFF DEVELOPMENT AND AWARDS

Dr. A. Kofi Amegah, the Head of Department won a USD100, 000.00 research grants from the African Academy of Sciences to execute a project titled "Dietary and Environmental Mediators of Socioeconomic Inequalities in Child Undernutrition in West Africa (DEMSU PROJECT)".

STAFF AND STUDENTS ENGAGEMENTS

The Department organises student-staff consultative meeting once every semester to interact with students and to address their concerns.

INTERNATIONAL PARTNERSHIPS AND INDUSTRY LINKAGES

The Department also has collaboration with the Diet Therapy Unit of the Cape Coast Teaching Hospital for the clinical training of our students.

The Department is also in the process of formalising collaborations with several hospitals across the country for clinical attachments of our students during vacations.

FUTURE PLANS

- Plans are far advanced for the introduction of the BSc Nutrition Programme.
- The Department also plans to introduce Master's Programme in Clinical Nutrition and Public Health Nutrition.
- The Department also intends to organise workshops for midwives and nurses on diet related matters.
- Plans for the construction of a modern laboratory and a diet kitchen are also underway.

DEPARTMENT OF IMAGING TECHNOLOGY & SONOGRAPHY

INTRODUCTION

The Department of Imaging Technology and Sonography is one of the new academic departments established in the School of Allied Health Sciences which became Operational in August, 2015. The Department is accredited to run two (2) new BSc programmes, namely:

- BSc Diagnostic Imaging Technology (Radiography)
- BSc Diagnostic Medical Sonography (Ultrasonography)

The first cohort of students for these programmes shall graduate at the end of the 2019/2020 academic year. The curriculum for the training of the UCC Medical Imaging Scientists is unique and well-crafted, one of a kind in Ghana. The curriculum is designed to blend and give exposure to students on all the various specialties and modalities of Medical Imaging Science from Level 100 & 200, before students are divided into their specialties in Level 300 & 400 that is, Medical Imaging Technology (Radiography) or Diagnostic Medical Sonography. The UCC mode of training of Medical Imaging professionals is now being studied and implemented by other imaging departments in other Universities in Ghana.

VISION

To become the leading provider of diagnostic medical imaging services in the Central Region and Ghana in general.

MISSION

To be a centre of excellence that attracts and educates students to discover, create and apply knowledge in diagnostic medical imaging to serve the whole nation and beyond.

OBJECTIVES

The main objectives of the programme are to train Imaging Scientists who can:

- Be clinically competent primary care imaging specialists who practice evidence-based medicine.
- Reflect the highest standards of compassionate, legal, ethical, and moral conduct.
- Be team-oriented, culturally sensitive providers who are dedicated to their communities.
- Encourage improvement in the quality, accessibility, and cost-effectiveness of patient care in their community and country in general.
- Be critical-thinkers and effective communicators with both patients and health care professionals.
- Identify the lack of medical care in rural and under-served regions and consider practicing their discipline or providing service in such locations.
- Have an appreciation of the greater field of knowledge beyond their discipline and recognise the importance of lifelong learning in maintaining a level of excellence in their practice.
- Augment the human resource needs in public and private health institutions.

STUDENTS' ENROLMENT

The Department currently has a total of 376 students, the breakdown is as follows:

First Year - 105 Students

- Diagnostic Imaging Technology (46 students) - (28 Males, 18 Females)
- Diagnostic Medical Sonography (59 students) - (37 Males, 22 Females)

STAFFING SITUATION

The Department is seriously challenged with academic staff. Efforts are being made to engage a number of full-time lecturers to augment the academic staff situation. The department therefore relies heavily on part time lecturers.

STAFF DEVELOPMENT

Lecturers in the Department participated in Conferences/Workshops/Seminars as outlined below;

- Ghana Medical Association (GMA), 61st Annual General Conference and Scientific Seminar, Tamale, Northern region, November 5 - 10, 2019.
- Ghana Association of Radiologists (GAR). Annual General Conference and Scientific Seminar, Ada, Greater Accra Region, May 2019. (Chair of Scientific Session).
- Erasmus Plus (Erasmus+) Global Mobility Project between Cape Coast University in Ghana and The Norwegian University of Science and Technology in Norway (NTNU) May 4 – 11, 2019.

INTERNATIONAL PARTNERSHIPS AND INDUSTRY LINKAGES

The Department has worked on a strong partnership with RAD-Aid USA and this has led to the donation of books and other teaching materials. There is the potential for a strong research collaboration and student exchange programme between the two parties.

FUTURE PLANS

The Department has plans to procure high-end and technologically advanced equipment like Magnetic Resonance Imaging (MRI), Computed Tomography (CT) Scanner, High-end Ultrasound Machine, Mammogram, and Fluoroscopy Machine, among others. These machines will be used for specialised imaging and interventional procedures which will aid in teaching of students and for income generation.

DEPARTMENT OF PHYSICIAN ASSISTANT STUDIES

INTRODUCTION

The Department of Physician Assistant Studies is one of the newest but fast growing departments in the School of Allied Health Sciences, under the College of Health Allied Sciences. The Department was established in January, 2016 when the School of Allied Health Sciences was established in 2015 to train Primary Physician Assistants to meet the needs of the Government of Ghana's commitment to a rapid expansion in the Ghana Health Services. The Department runs a four year BSc Physician Assistant Studies programme and currently has about 360 students, with the first batch of students set to graduate in 2020.

ACADEMIC PROGRAMME(S)

4-year, BSc Physician Assistant Studies

DEFINITION OF PHYSICIAN ASSISTANT (PA)

The PA's responsibilities depend on the type of practice, his or her experience, the working relationship with physicians and other health care providers, as determined by law of the country of practice.

AIM

- To advance the training and development of quality physician assistants.
- Promote the benefit of properly trained physician assistants to deliver first class medical care.

VISION

To be a Department with national and international recognition.

MISSION

To graduate highly trained physician assistants with the requisite knowledge and skills through innovation teaching and community experience.

CORE VALUES

- Professionalism
- Competency
- Empathy
- Team Work
- Academic Excellency

OBJECTIVES/GOALS

Graduates of the UCC SAHS Physician Assistant (PA) programme should be:

- academically, clinically, professionally and culturally competent in the delivery of health care services;
- able to provide efficient, cost-conscious, compassionate and comprehensive healthcare at the primary level;
- leaders in promoting health, wellness, and preventing disease in diverse healthcare settings and in their communities;
- committed to life-long learning and professional growth

STAFF STRENGTH/POSITION

The Department consist of academic and non-academic staff, Physician Assistant Studies, Lecturers of the School of Medical Sciences (SMS) and Lecturers cognate Departments in the University. Part-time lecturers are also engaged to assist in specialty areas. The Department currently has five (5) full-time academic senior members (one on study leave) and supported by about 19 seasoned part-time lecturers (mainly from the School of Medical Sciences) who teach various courses and four (4) administrative staff. Teaching in the Department is organised into Basic Sciences (pre-clinical) and Clinical Sciences. A formal process is underway for the Vice-Chancellor to authorise the formal creation of Pre-clinical and Clinical Units to be headed

by Coordinators.

STAFF STATISTICS – TEACHING

Categories	No. of Persons
Senior Lecturer	- 1
Lecturer	- 4
Assistant Lecturers	- 3
Total	- 8

STAFF STATISTICS – NON-TEACHING

Categories	No. of Persons
Principal Administrative Assistant	- 2
Administrative Assistant	- 1
Senior Clerk	- 1
Massager/Cleaner	- 1
Total	- 5



Some Staff and Faculty after a Consultative Meeting

ACCREDITATION STATUS

The Department's programme is accredited by the National Accreditation Board and is regulated by the Medical and Dental Council (MDC) under the sponsorship of University of Cape Coast.

ENHANCED DEPARTMENTAL TEACHING AND PROGRAMMES

The Department has conducted a critical assessment of academic and clinical programmes which identified departmental programmes that are working well or meeting expectations, and which are not achieving the overall goal of improved departmental productivity. Using staff, students and regulatory feedback, the Department has refocused its training to give students more clinical experience with the most relevant and up-to-date teaching materials available. In line with this, we have revised our curriculum which is only four years in operation. We are also appointing more clinical staff and demonstrators whilst strengthening the relationship between the Department and training partners. Deserving staff were also given the necessary

commendation. The Vice-Chancellor has also approved the appointment of a COBES Coordinator and Clinical Coordinator for the department.



Staff Awards: Dr. Leonard Derkyi-Kwarteng (left) and Prof. Yaw Asante Awuku (right) receiving citations from the HOD, Dr. Stephen Ocansey

Enhanced Clinical Experience

The Department sends its clinical students to partner health facilities for training in nursing and clinical skills. For the year under review, for the first time in the history of the department, the first batch of 64 final year students have started their clinical rotations in specialty clinics, and have so far successfully completed clerkship in Surgery, Internal Medicine, Paediatric, Obstetrics and Gynaecology. Clerkship in Emergency Medicine and Preceptorship in Primary care are still ongoing. Facilities currently being used are the Cape Coast Teaching Hospital, University of Cape Coast Hospital, Ankaful General Hospital and Cape Coast Metropolitan Hospital. To improve students' clinical experience, the following measures have been or are being implemented by the department.

- Establishment of a modern skills and simulation laboratory
- Formalised the relationship with partner health facilities through MOUs;
- Appointment of Onsite and Specialty Coordinators and more Preceptors;
- Ensuring closer collaboration with the School of Medical Sciences and the School of Nursing and Midwifery who run cognate programmes;
- Facilitating the purchase of bus to ease the transportation difficulty of student;
- Additional health facilities for students training and collaboration have been secured;
- Clinical manuals and clinical guidelines for clinical students' training have been revised.



Students on rotational duties

EXTENSION PROGRAMMES

Though our department is relatively young, it has made giant strides by adopting bold and innovative strategies in educating its students. For instance, the Department has set a pattern of medical education based on student-centred, problem-based learning incorporated in the overall objectives of producing students with a sense of service and a strong inclination toward broad community care and preventive medicine. This educational programme called COBES (Community-Based Experience And Service) is organised once or twice a year, where students accompanied by staff members, settle in a village or community for about a month. According to the set objectives in the year, groups of students assess the community health needs for learning situations and experience. The COBES offers students service-learning, internship, practicum, or field experience and University-Community partnership. In addition, the Department is pioneering the OSCEs clinical assessment method. The maiden Community-Based Experience and Service (COBES) was undertaken at Akim Adjobue in the Akyemansa District, Eastern Region.



Some pictures taken at the maiden Community-Based Experience and Service (COBES) of the Department of Physician Assistant Studies to Adjobue, a rural community in the Akyemansa District, in the Eastern Region of Ghana.

STUDENTS WELFARE

The Department maintains a congenial learning and teaching environment to promote active learning by students by holding regular staff and students' consultative meetings; monitoring of Academic Counsellors to ensure effective guidance and counselling; addressing students' examination issues promptly through the appropriate officers and ensuring proper integration of all fresh students.



Staff– students' consultative meeting: Dr. Stephen Ocansey (HoD) (top left) addressing students and staff at the meeting. A section of students at the meeting (top right). Some staff and students' leaders after the meeting (bottom left) and a student asking a question.

DEPARTMENT OF BIOMEDICAL SCIENCES

INTRODUCTION

Understanding the structure and intricate workings of the human body as well as the influences on its proper and harmonious functioning is very essential to human development and sustenance of existence. The Department strives to promote these fundamentals through teaching, research and outreach. We continue to pursue other innovative strategies to make our programmes more relevant to society. We also provide sound training to our students, and in pursuant to that, we recently upgraded our laboratories with modern equipment to aid teaching and research.

VISION

The vision of the Department is to be recognised globally in the comity of Faculties of Biomedical and Medical Sciences through our research output and publications, and contribution to Ghana's health sector development agenda. The Department runs BSc Biomedical Sciences, Master and Doctor of Philosophy programmes in Parasitology, and Drug Discovery and Development which attract candidates from the biomedical and pharmaceutical discipline,

and health sectors of the country. In addition, the department runs a two-year certificate programme in Herbal Medicine on sandwich basis. The Department achieves her vision partly through collaborations with other sister Departments in the University, other local institutions and international research institutions. We provide excellent academic facilities that enhance research work of our students.

RESEARCH FOCUS

Lecturers in the Department of Biomedical Sciences have diverse specialty translating into research in Biomedicine and Drug Discovery. The Department is mainly associated with Drug Discovery research into infectious and metabolic diseases, Immunology and Immunotherapy research, Neglected Tropical Diseases (NTD) and Public Health.

COURSES

The Department currently runs BSc Biomedical Sciences which has been carefully designed to cover all the specialised areas of Biomedical Science including Anatomy, Physiology, Pharmacology, Pharmacognosy, Nutrition, Parasitology, Biochemistry, Immunology, Pathology, Microbiology, Human Genetics, Molecular Biology Methods, Cancer Biology and Public Health and Epidemiology among others, to guarantee holistic training of our students.

TEACHING

The Department adopts both didactic teaching and Problem Based Learning (PBL) as a mode of teaching.

STUDENTS' ENROLMENT

Undergraduate

2019/2020 Academic Year			
Year	Males	Females	Total
First year	85	35	120

Postgraduate (MPhil/PhD) 2019/2020

(MPhil Parasitology)

2019/2020 Academic Year			
Year	Males	Females	Total
First year	2	0	2

(MPhil Drug Discovery and Toxicology)

2019/2020 Academic Year			
Year	Males	Females	Total
First year	2	1	3

Postgraduate (PhD Parasitology)

2019/2020 Academic Year			
Year	Males	Females	Total
First year	0	0	0

Postgraduate (PhD Drug Discovery and Toxicology)

2019/2020 Academic Year			
Year	Males	Females	Total
First year	2	0	4
Second year	1	0	2

STAFF POSITION

Presently, the Department is made up of one (1) full professor, five (5) senior lecturers, eight lecturers and three (3) Assistant lecturers. The effort of faculty members is displayed in their active involvement in conferences and workshops both locally and internationally.

There is one (1) Senior Administrative Assistant, one (1) Administrative Assistant, and one (1) Messenger/Cleaner who assist in administrative duties.

Academic Staff

The year under review realised two lecturers from the Department gaining their terminal degrees. Thus Dr. Isaac Yaw Attah and Dr. Akua Afriyie Karikari with Pharmaceutical Chemistry and Neuroscience respectively.

STUDENTS SUPPORT SERVICES

Counselling

In line with Students Support Services, the Department has assigned Academic Advisors at each level to provide students with sound academic guidance and counseling that will help them make appropriate academic decisions. The Department also has Examination and Registration Officers to assist students with issues regarding examinations and registration.

Lecture and Student Engagements

Student-lecturer consultative meetings are organised ones every semester by the Department to address the concerns and plights of students.

PHYSICAL STRUCTURES AND VIRTUAL INFRASTRUCTURE

Refurbishment of the In vitro laboratory.

INTERNATIONAL PARTNERSHIPS AND INDUSTRY LINKAGES

The Department has research collaboration with Lancaster University. The Japan International Co-operation Agency (JICA) has teaching collaboration with the Department; Japanese volunteers are posted to support the Department in the teaching of Biostatistics every two years.

ACADEMIC PROGRAMMES

New Programme Introduced

The Department is preparing to host new undergraduate programmes in Communication Sciences and Disorders programme leading to the award of two health professional degrees; BSc Speech-Language Pathology and BSc Audiology. Preparations are also advanced in introducing new Postgraduate programme in Reproductive Health.

FUTURE PLANS

- Job Search and Virtual Infrastructure.
- The Department participated in the Allied Health Professional Council-stakeholders meeting for our students to be registered among Allied Health Professional council.

DEPARTMENT OF MEDICAL LABORATORY SCIENCE

VISION

To be an internationally recognised centre committed to scholarly and professional excellence in Medical Laboratory Sciences.

MISSION

To provide quality Medical Laboratory Science education and training through creation, presentation, integration, transmission, and utilization of health knowledge. The focus of the Department is to provide our students with a world-class education and hands-on experience through research, internships, and student club activities. The Department comprises professionals with various specialties in Laboratory Medicine such as Immunology, Microbiology, Chemical Pathology, Haematology and Histopathology, and experienced technical staffs that assist in bringing to bear the full potential of students. The Medical Laboratory Technology programme is structured for both full-time and part-time (sandwich) studies providing its students with the flexibilities required for extensive learning, practice, and capacity building.

STAFF DEVELOPMENT/AWARDS

Dr. David Larbi Simpong and Dr. Justice Afrifa have successfully completed their PhD studies in Germany and China, respectively.

AWARDS/PRIZES

- Dr. Patrick Adu and Dr. Alex Boye were awarded a research grant by the Directorate of Research, Innovation and Consultancy (DRIC), UCC.
- Dr. Richard K. D. Ephraim and Dr. Samuel Essien-Baidoo were inducted as Foundation Fellows of the West African Postgraduate College of Medical Laboratory Science (WAPCMLS).

STUDENTS SUPPORT SERVICES

Job search and placement service

The Department ensures that students participate in intra-semester and inter-semester

clinical attachments to advance their technical know-how and expose them to on-the-job experiences. A number of MoUs have been signed with some institutions to facilitate training for the students.

Counselling

The Department provides counselling to student both in groups and individually to help with personal and academic issues.

Staff and Students Engagement

The Department normally organised Student Consultative Meeting for to interact with students and staff to solve their problem.

PHYSICAL STRUCTURES AND VIRTUAL INFRASTRUCTURE

The Department received Two Hundred Thousand Ghana Cedis (GH¢ 200,000) financial support from the Central Administration to purchase laboratory equipment.

DEPARTMENT OF HEALTH INFORMATION MANAGEMENT

INTRODUCTION

The Department of Health Information Management was established in January, 2016. The Department is mandated to train students to professionally manage health information at various health institutions. Health Information is an important resource for the provision of quality healthcare to patients and for making informed decisions. Timely access to health data/information has the potential to facilitate the delivery of quality healthcare to patients and also help in decision making. With the advent of big data in health institutions, managing such a resource is crucial for improving patient outcomes and enhancing health research. This calls for the training of professionals with relevant skills and knowledge to design and develop systems for data collection, storage, manipulation, extraction, management, and dissemination. Since health information is always required before any service can be provided in a health institution, it is important to train professionals who would ensure the application of the triad (confidentiality, integrity and availability) in managing health information.

The Department of Health Information Management is mandated to train students to professionally manage health information at various health institutions. We train professionals with relevant skills and knowledge to design and develop systems for data collection, storage, manipulation, extraction, management, and dissemination. Our products are equipped to apply the triad, (confidentiality, integrity and availability) in Health Information Management.

VISION

The Department seeks to have strongly positioned, with world-wide acclaim, to maintain, consolidate and further strengthen its position as a centre of excellence and scholarship in the teaching of Health Information Management, and as a centre of search into relevant Health Information issues.

MISSION

Produce graduates who are adequately equipped with critical and analytical skills in order to

meet the educational, administrative and other human resource needs of the country as well as provide resource extension and consultancy services to the Ghanaian community in areas of competency.

OBJECTIVES

The Health Information Management programme seeks to:

- Demonstrate knowledge of the forces impacting healthcare delivery and health information systems,
- Utilise research methods and critical thinking to create solution for vital healthcare,
- Provide a learning environment and activities that reflect the practical situation,
- Prepares graduates with the knowledge, skills and attitudes required to cope effectively and efficiently with the management of health information in various healthcare institutions
- Provide the foundation for future academic progression.

CORE VALUES

- Reliability: - To be trusted and dependable
- Integrity: - To demonstrate professionalism in every undertaking
- Good Governance: - To promote transparency and accountability
- Honesty: - To be truthful and ethical in all endeavours
- Teamwork: - To work collective to accomplish established objectives
- Equal Opportunity: - To give to both students and staff access to all opportunities, services and Programmes

PROGRAMMES

The Department offers one (1) full time (regular) and two sandwich programmes at the undergraduate level. The department runs a four (4) year Bachelor of Science programme in Health Information and a three (3) year (4 semesters) Bachelor of Science (sandwich) in Health Information Management and a one (1) year (2 semesters) Diploma in Health Information Management.

STUDENTS' ENROLMENT

The enrolment for the 2019/2020 academic year is stated below:

Programme	Level 100	200	300	400
Health Information Management	50	37	48	49

ACADEMIC STAFF

The Department currently has a total number of five (5) Senior Members made up of one (1) Senior Lecturer, two (2) Lecturers and two (2) Assistant Lecturers. They are supported with three (3) Administrative Staff. Two (2) Senior Members are on study leave.

STAFF DEVELOPMENT/AWARDS

In a bid to develop its manpower, two senior members at the department are pursuing PhD programmes in Public Health and Health Promotion. They are:

- Mr. Godwin Adzakupah, University of Ghana.
- Mr. Lasim Obed Uwumbornyi, University of Cape Coast.

Capacity Building, Training and Workshops for Senior Members

Senior members in the Department attended the following conferences/workshops/seminars

- Senior Teaching adult undergraduate and graduate students, by Centre for teaching and support of University of Cape Coast.
- Improving performance through coaching by Centre for teaching and support of University of Cape Coast.

STUDENTS' SUPPORT SERVICES

Counselling

The Department has Academic Advisors to provide students information and assistance to navigate the University system and to make appropriate decisions. Each level has its own Academic Advisor.

The Department also has Examination and Registration Officer to assist students on issues regarding examinations and registration.

Job Search and Placement Services

Students go for practicum/vacation attachment which gives these the practical exposure and enhances their job search and placement when they complete the programme. This offers them expertise that increases their chances of being employed in Health Centres.

Student and Lecture Engagements

The Department organises student-lecture consultative meeting once every semester to address concerns of the students.

LINKAGES

A number of MoUs have been signed with some institutions to facilitate training of its students. The School of Allied Health Sciences on behalf of the Department, has established formal relationships with the Cape Coast Metropolitan Hospital, Ankaful General Hospital, Ankaful Psychiatric Hospital, Ewim Polyclinic.

FUTURE PLANS

The Department seeks to be the leader with respect to practice and research in health information management and health informatics.

SCHOOL OF MEDICAL SCIENCES

INTRODUCTION

The School of Medical Sciences was established in 2007 with the following as its vision and mission statements:

VISION

A School of Medical Sciences that is well positioned with a world-wide acclaim.

MISSION

- To provide undergraduate professional and postgraduate educational programmes of the highest quality and relevance in order to attract outstanding faculty and develop top students
- To conduct meaningful and excellent research that will improve the health of people and heighten the school's attractiveness to the faculty and students
- To strengthen the school's national academic recognition and enhance its value to the nation as whole
- To strengthen the faculty and financial resource base of the school
- To develop strong interdisciplinary programmes that link areas of strength within the faculty, and thereby enhance the school's competitiveness in research and medical practice
- To promote public awareness of the mission of the school.

The School is now in its thirteenth year of operation. Six (6) batches, totalling Three Hundred and Two (302) medical doctors have so far been graduated. There are currently seventeen (17) functional Departments and two Units out of twenty-six required for optimal operation of the School's planned undergraduate and postgraduate training, research and clinical/ community health service activities.

The School's total students' enrolment currently stands at Four Hundred and Seventy-Eight (478).

It is worthy to note that one of the flagship programmes which have been in the pipe line for some time now has seen the light of day. This programme is the Graduate Entry Medicine(GEM) programme which gives opportunity to first degree holders with science related background the opportunity to be admitted into the medical programme. Since 2013 the School has graduated 302 medical doctors which is woefully inadequate given the doctor patient ratio in the country. The GEM programme was therefore introduced as a good way of increasing these numbers. The first batch of the GEM students was admitted in January 2019. The School is presently processing applications for admission of the second batch in January 2020.

ACADEMIC DEPARTMENTS IN THE SCHOOL

The current operational departments are Anaesthesia and Pain Management, Anatomy and Cell Biology, Chemical Pathology, Community Medicine, Haematology, Internal Medicine and Therapeutics, Medical Biochemistry, Medical Education and Information Technology, Paediatrics and Child Health, Pathology (Anatomic), Pharmacology, Physiology, Psychological Medicine and Mental Health, Microbiology and Immunology, Medical Imaging, Obstetrics and Gynaecology and Surgery.

In the academic year under review the school and its faculty members have collaborated with other local and international institutions in the areas of teaching, research and policy formulation or implementation.

COMMUNITY BASED EXPERIENCE AND SERVICES (COBES)

During the year, the School continued with its flagship Community Based Experience and Services (CoBES) programme at Assin Kushea and Akyem Adjobue, Twifo Praso, Saltpond, Assin Foso and Apam under the following themes:

- The Social, Cultural, Economic and Environmental determinants of health and disease.
- Family Planning is a human right: The state of reproductive health care in rural Ghana.

Steps have been initiated with the Akyemansa District in the Eastern Region and the Assin North District in the Central Region to set up Demographic Surveillance Sites (DSS) at the Anyinase sub-district and Assin Kushea sub-district respectively. The CoBES programme has won the admiration of the traditional authorities in these communities and as a sign of gratitude, the Chief of Assin Kushea and elders of Gomoa Dago have offered some parcel of lands to be developed for CoBES by the School of Medical Sciences in these communities.

ADMISSION OF 2ND BATCH OF GRADUATE ENTRY MEDICINE (GEM) STUDENTS

The School of Medical Sciences has taken steps to admit its 2nd batch of Graduate Entry Medicine students. They reported to school on January 13, 2020. In all, 55 students were admitted. The GEM programme continues to receive popular acclamation by the general public. In view of this, the School continues to adhere to ensuring that only the qualified applicants are screened and invited to write a compulsory entrance examination. The qualified candidates who pass the entrance examination are invited to attend a selection interview. The gender distribution of the 2nd batch of GEM students is as follows:

- Males - 29
- Females - 26

PHYSICAL STRUCTURES AND VIRTUAL INFRASTRUCTURE

The School of Medical Sciences in the year under review awarded contract for the rehabilitation of one of its CoBES sites at Akyem Adjobue. The work at the site has been completed. The School continues to push for the completion of works at the Amonoo Kuofi Village and ongoing projects at its CoBES sites.

STAFF DEVELOPMENT

The School of Medical Sciences continues to support staff on further studies and for conferences and workshops. In the year under review, three faculty members who are at the various completion stages of their PhD research work in the Kwame Nkrumah University of Science and Technology were given support and have completed their research work and have graduated. The faculty members are Dr. Leonard Derkyi-Kwarteng, Dr. Ato Ampoma Brown and Dr. Ernest Obese. The Department of Medical Education and IT held continuous professional development (CPD) programme at Ridge Royal Hotel in Cape Coast. The programme attracted and saw the participation of Medical professionals and practitioners, academics and students of medicine in all the medical training institutions in Ghana.

PHYSICAL STRUCTURES AND VIRTUAL INFRASTRUCTURE

The School of Medical Sciences in the year under review, awarded contract for the rehabilitation of one of its CoBES sites at Akyem Adjobue. The work at the site is estimated to have reached about 60 percentage completion. The School continues to solicitate for financial support to

expand the existing infrastructures at the various CoBES sites. In addition to this, the School keeps pursuing for the completion of the structures at the Amonoo Kuofi's village near the Cape Coast Stadium.

LAUNCH OF ENDOWMENT FUND

In the year under review, the School of Medical Sciences launched its Endowment Fund on March 12, 2020. The decision for the establishment of the Endowment Fund was based on the premise that, the School with time has had to rely more and more on its internally generated funds for both capital and recurrent expenditure including payment of part-time lecturers on whom the School relies a lot. The School however has to expand and also continue to produce the highly sought after doctors that it produces and the Endowment Fund is expected to support the School in this regard.

MEMORANDUM OF UNDERSTANDING

The School of Medical Sciences continues to establish memorandum of understanding with Catholic Hospitals and other institutions in the Central Region. The School has also signed a memorandum of understanding with the Efiya-Nkwanta Regional Hospital in Sekondi-Takoradi in the year under review.

COVID-19 AND RELATED ISSUES

The School of Medical Sciences as part of its contribution to curbing the spread of the COVID-19 pandemic, assembled a multi-disciplinary team of biomedical and clinical Scientists to evaluate the situation and advise as to how the University could support the national effort while promoting science. The multidisciplinary team noted that the School has some human capacity to carry out test for the coronavirus, some good level of equipment that needed just a few more machines including a safety cabinet and portable incinerator, and laboratory space which needed to be quickly modified for the purpose.

ACCREDITATION BY GHANA MEDICAL AND DENTAL COUNCIL

The School of Medical Sciences has applied for re-accreditation of its Bachelor of Medicine and Bachelor of Surgery (MB ChB) programme. In a related development, the School's revised curriculum for the MB ChB programme has passed the University's Academic Board.

STAFF RECRUITMENT

The School of Medical Sciences has interviewed and recommended a number of candidates for lectureship appointment. Dr. Esther Oluwayemisi Ekor, Dr. Joel Yarney and Dr. Akye Esuman were re/appointed to assist in teaching in the School in the year under review.

ACHIEVEMENTS

- Dr. Nicholas Ekow Thomford was appointed as Honorary Research Associate (HRA) at the Division of Human Genetics of the Department of Pathology, University of Cape Town. In addition to this achievement, Dr. Thomford was rated by the National Research Foundation (NRF) of South Africa with Y2 rating beginning January 1, 2020 - December 31, 2025.

- Excellence in teaching reflected in excellent products – our doctors are in high demand throughout Ghana.
- Maintained the excellent PBL and COBES programmes with other medical schools learning from us.
- Consistently over 95% pass rate in our professional exams.
- Research and service with publications in peer reviewed journals.
- Faculty members actively involved in University wide projects, protocol development and projects.
- Assisting various schools and colleges in teaching.
- Collaborating with national and international bodies for furtherance of objectives.
- Faculty development in the way of courses and attendance to conferences ongoing.
- First medical school in Ghana to start white coat ceremony, others have now followed suit.

CHALLENGES

- Infrastructure. H. S. Amonoo-Kuofie Medical village completion with classroom blocks etc. very much needed to enable better learning environments and later increased intake
- Urgent need for a clinical hostel and more PBL rooms.
- Need to get clearance and successfully recruit more permanent staff.
- Comprehensive research centre needed.
- High demand for admission. Limitation linked to infrastructure and staffing.
- Need to get additional office space for academic and supporting staff.

FUTURE PLANS

- Recruitment of additional academic staff to compliment the few on the ground at the moment in some departments of the School.
- The School also hopes to develop the land at Assin Kushea and Gomoa Dago for its COBES activities.
- Continuation of expansion works at COBES site at Akyem Adjobue.

DEPARTMENT OF PHYSIOLOGY

INTRODUCTION

The Department of Physiology has over the years continued to support the mission and vision of the School of Medical Sciences, the College of Health and Allied Sciences and the University of Cape Coast. During the year under review, the Department played a significant role in the teaching of the Basic Sciences modules in the School of Medical Science's MB ChB and the Graduate Entry Medicine (GEM) programme.

The Department is dedicated to equipping students with a firm scientific foundation which is indispensable for the understanding of clinical medicine. Pertinent principles and concepts are taught using a combination of theoretical presentations, practical demonstrations and tutorials in an environment that emphasizes student-centred learning.

Research in the Department focuses on the effect of Environmental toxins on brain development and body functions as well. For the year under review, we have completed the following research projects and yet to submit manuscripts:

- “The effects of monosodium glutamate consumption on brain development”;
- “The effects of sawdust inhalation on the lung function of wood workers”;
- “The effects of wood smoke on the lung function of fish mongers”;
- “Assessment of mothers’ knowledge on the potential effects of molding babies’ head”.

During the same period, we have just started the following projects which we hope to complete by the end of the 2020 - 2021 academic year:

- “Effect of artesunate and xylopic acid co-administration on survival and neurologic symptoms of experimental cerebral malaria in mice”;
- Correlation between cranial remodeling and prevalence of developmental delays, deformational plagiocephaly and brachycephaly (DPB) in children aged 0-4 years.

Through this research initiative, the Department is currently mentoring two (2) BSc students and one (1) medical student from Sweden for his master’s thesis.

During the 2019/2020 academic year, the number of Senior Members has increase to two. The University has recently appointed Dr. Gideon Anokye Sarpong as a lecturer in the Department. The Department has also enjoyed the continued support of the Principal Administrative Assistant and four National Service Personnels. Other Senior Members who have helped the Department in diverse ways include Dr. Abdalla Yussif (Department of Forensic Sciences) Dr. Daniel Egbenya (Department of Anatomy and Cell Biology) Dr. Akua Karikari (Department of Biomedical Sciences) and Rev. Dr. Charles Antwi-Boasiako (University of Ghana Medical School) as a Part-time Lecturer.

STAFF DEVELOPMENT/AWARDS

Dr. Francis T. Djankpa and has been awarded the International Society of Neurochemistry School in Austria to present a poster of his research work. But due to COVID-19 pandemic, the award has been postponed to next year (2021).

STUDENTS’ SUPPORT SERVICES

Dr. Francis Djankpa has been appointed as the patron of the Medical Students Association Neuroscience Interest Group. He has been meeting students and giving them career guidance for further education. As the Head of Department, he also has been able to initiate a career guidance session for Medical Students and National Service personnel which runs throughout the academic year.

PHYSICAL STRUCTURE AND VIRTUAL INFRASTRUCTURE

The Department of Anatomy and Department of Physiology have been able to secure space and have set up a Research Laboratory. The Laboratory has been furnished with equipment donated by Dr. Francis Djankpa. The equipment was part of a Grant he won while pursuing his PhD in the United States of America. As a result, the Regional Health Directorate in collaboration with University of Cape Coast is currently considering using the laboratory as COVID-19 testing centre pending availability of funds from the Central Government.

INTERNATIONAL PARTNERSHIP AND INDUSTRY LINKAGES

The Department has been able to establish a partnership with International Brain Research Organisation (IBRO) and also with the Centre for the study of Traumatic Stress USA to acquire more Research equipment for the Laboratory. We also established a Partnership with GH Scientific and hosted the Brain Awareness Week Celebration from March 16 – 21, 2020 sponsored by IBRO. The Department hosted one Medical Student (John Ekman) who came on exchange programme from Orebro University in Sweden to do research for his Masters' thesis. John has successfully completed his research work and submitted his thesis back in Sweden. He worked on "The effects of saw dust inhalation on the lung function of wood workers". Currently the Head of Department is working hard to establish collaboration with Orebro University to ensure yearly exchange programme for Medical Students in both directions (Ghana to Sweden and Sweden to Ghana).

ACADEMIC PROGRAMMES FOR THE DEPARTMENT

The Department is yet to introduce a new MPhil/PhD programme.

FUTURE PLANS

The Department hopes to recruit more faculty staff and laboratory technicians by the 2020/2021 academic year and also to expand the research Laboratory since we would be getting more research equipment. The Department is also working to establish collaboration with the Tokyo Medical and Dental University for staff development and research collaborations. The Department is also planning to establish Medical Students exchange programme with Orebro University in Sweden.

DEPARTMENT OF CHEMICAL PATHOLOGY

INTRODUCTION

The Department of Chemical Pathology progressively deepens the focus on the study and investigation of the biochemical and molecular changes that occur as part of a disease process. The mission of the Department is to advance the science and practice of chemical pathology by education, research and clinical service.

The Department of Chemical Pathology is also involved in the conduct of quality research and the provision of laboratory services to the community. The Department of Chemical Pathology supports laboratory services at the Cape Coast Teaching Hospital.

Plans are far advanced to employ a lecturer to augment the current staff number to four. The Department is in the process of finalising the proposal document at the college level vetting for a postgraduate programme. This will help to meet our staff needs in lecturing/research and the needs for other tertiary institutions; as well as clinical laboratories and continuous education. There is the need to keep pace with changes in all areas of laboratory medicine, in order to understand, apply and develop the new technologies it may require.

In collaboration with the Breast Society of Ghana (BSoG) and Ghana Health Service (GHS) we propose to propagate a Novel Safe Cost Effective Accurate Transillumination of the breast

using the breast-i to detect tumour-related angiogenesis as a mode of breast screening which is very complementary to US and Mammography (F. N. Ghartey et al 2018). The advantage it offers is enhanced visual inspection and scanning of the breast with light to significantly enhance early detection rate of potentially malignant breast lesions. The device can be carried in the pocket after an 8 to 12-hour full charge and used for 4 to 8 hrs in a clinical outreach setting. It is suited to all ages. It showed very high sensitivity and positive predictive values when used for screening over 10,000 apparently well women and women who were aware of harbouring small breast lesions in Ghana (F. N. Ghartey et al 2018).

Annually, in conjunction with the Departments of Medical Biochemistry and Surgery, the Department of Chemical Pathology partakes in the Annual 'Oguaa' breast cancer awareness programme. Women in the Central Region are screened for breast lesions and are educated on the prevention, treatment or management of this disease.

Finally, the Department continues to advance plans to improve teaching and research in order to equip clinicians and laboratory medicine residents with skills relevant for better patient care through the proper use of chemical pathology laboratory services.

DEPARTMENT OF COMMUNITY MEDICINE

INTRODUCTION

The Department of Community Medicine concerns itself with the branch of medicine that deals with the preventive, promotive, curative and rehabilitative aspects of the population.

The Department provides high quality training in Community Medicine to undergraduate medical students and undergraduate & post graduate students of allied health science specialties. In addition to teaching students, the department is also involved in various research projects and consultancies funded by national and international agencies. The department pursues several collaborations with reputable academic institutions in areas including research and teaching.

The Department has finalised and gained graduate school board approval for the new public health programme. The approved curriculum is yet to be submitted to the academic board for consideration and approval. It is hoped that the programme could start in the 2020/2021 academic year. The department is currently supporting the development of the Inter-Professional Education (IPE) curriculum proposed by the College of Health and Allied Sciences.

SERVICES/OUTREACH ACTIVITIES

The Department was instrumental in preparing undergraduate medical students for the Community Based Experience and Service (COBES) Programme and supported them to provide free medical screening and care to various communities in 5 municipal and districts in the Central Region MMDAs. They also provided free health services to communities in the Akyemansa district in the eastern region during the 2019/2020 COBES programme. For the first time, the department supported the Physician Assistantship programme to undertake a successful COBES programme.

COLLABORATIONS

The department continued collaborations with many national and international agencies and Universities. These included: The United Nations Population Fund, Ghana Health Service, Ghana Cement Works, Aboadze Thermal Plant, Birimso Water Works, Takoradi Harbour, and some restaurants, KNUST School of Public Health, KNUST School of Medical Sciences, University of Ghana School of Public Health and University of Ghana School of Medicine and Dentistry.

The Department is in the final stages of developing an MoC for an upcoming collaboration between Georgia State University, School of Public Health and the Ghana Health Service for consideration by the Vice-Chancellor. The activities planned within this collaboration include the following:

- Exchange of faculty/academic staff members for the purpose of research, teaching and the presentation of special courses in their fields of specialisation;
- Student exchange and study abroad programs;
- Establishment of joint research programs;
- Collaboration on third-party funded educational or economic assistance activities;
- Exchange of postgraduate students in respect to specific research projects or courses of interest and importance;
- Exchange of scientific and educational literature produced by either or both parties, as well as the exchange of materials on the most relevant and topical research by researchers at both Georgia State and Ghana Health Service and University of Cape Coast, School of Medical Sciences; and
- Organisation of conferences, seminars and symposia of mutual interest to the institutions.

RESEARCH ACTIVITIES

- Determination of nutritional status of children under-five in the Akyemansa District of the Eastern Region.
- Determination of Normal Thyroid Volumes of Six Communities in the Assin North District, Central Region, Ghana. This will provide local thyroid gland volume reference values for Ghana-on-going.

KEY DEVELOPMENTS AND ACHIEVEMENTS

Dr. Sebastian Eliason, the Head of the Department was promoted to the rank of Associate Professor.

DEPARTMENT OF MEDICAL BIOCHEMISTRY

INTRODUCTION

The Department continues to equip students with the requisite skills to be able to link knowledge acquired in the classroom with diagnosis and management of diseases in the clinical years. This interdisciplinary teaching promotes the understanding of the molecular events that underline normal and pathological conditions. In addition, students are encouraged to explore research questions and write semester essays in various specialty areas with emphasis on

emerging technologies that aid in diagnosis. This is in line with our mission to produce medical professionals who will be able to provide high quality health care for the community. The Department has six academic teaching staff with diverse research interests thus positioning the department to respond to changing health research areas. The Department also supports teaching of medical and general biochemistry to various departments at UCC and other tertiary Institutions in the country.

The research areas of interest in the department are currently in Breast Cancer, Diabetes, Genomic susceptibility to diseases in African and Pharmacogenomics. Specific research focus areas include elucidating molecular profile and biomarkers in Ghanaian breast cancer tumours; Role of Malaria in pathogenesis of insulin resistance in type 2 diabetics and its associated complications, Genomics of congenital heart defects and Pharmacogenomics of common therapeutic medications in infectious diseases.

STAFF DEVELOPMENT AND AWARDS

A lecturer was made an Honorary Research Associate at the Division of Human Genetics, Department of Pathology, University of Cape Town with research privileges. The same lecturer attained the Y-rated Researcher status at the National Research Foundation of South Africa. A second lecturer returned to the Department after completing the PhD programme at the West African Centre for Cell Biology of Infectious Pathogens, University of Ghana. A third lecturer is progressing on the pursuance of the Doctor of Philosophy programme in Drug Toxicology at the University of Cape Coast. Two lecturers were awarded travel grants from American Society for Tropical Medicine and Hygiene (ASTMH) and UCC to attend conferences in Maryland, USA and Maputo, Mozambique.

A total of nine (14) publications from the department from four lecturers were accepted in peer reviewed journals for the year under review

CONFERENCES

A lecturer presented a poster titled “Early detection by Breast-i, lighting up the breasts to save lives in sub-Saharan countries and beyond” at the 12th AORTIC Conference from 5th – 8th November, 2019 in Maputo, Mozambique. A second lecturer presented “Identifying Molecular Markers of Plasmodium falciparum Artemisinin Resistance using the CRISPR-Cas9 Genome Editing System” at the ASTMH Conference in Maryland USA from 20th- 24th November, 2019.

STUDENTS’ SUPPORT SERVICES

The Department promotes an atmosphere of mutual trust between faculty, technical staff and students. Lecturers in the Department also served as academic advisors for students and had scheduled meeting times where they engaged students and offered services in the form of guidance and counselling especially with academic work and progression.

ACADEMIC PROGRAMMES

The Graduate Entry Medicine (GEM) received the second batch of first-degree holders seeking to pursue a career in the Medicine. The teaching staff of the Department are handling the extra load of having two streams of four-year group students very well. The Technical staff has equally met the challenge of handling all these students as well as students from other Schools

within the College for laboratory work. Lecturers are currently using the University Moodle platform to interactively deliver E-lectures to students during the covid crisis. The Department's postgraduate programme in Medical Molecular Biochemistry has been incorporated into a new MPhil/PhD College programme in Molecular Medicine with five sub-specialties – Medical Biochemistry, Chemical Pathology, Pathology, Haematology and General Molecular Medicine. The new programme which has undergone complete revision and which the Department of Medical Biochemistry has requested to host will be presented to the College Board and will hopefully start in August 2021.

LOCAL AND INTERNATIONAL PARTNERSHIPS

The Department has a collaborative agreement with the West Africa Genetics Medicine Centre (WAGMC) at Korle Bu, Accra, a World Bank Centre of Excellence and lecturers from the Department have been included as teaching staff for the Centre. The collaborative breast cancer research with WAGMC is still at the initial stages. Our collaborative agreement with Sino-Danish Breast Cancer Research Centre of the University of Copenhagen, Denmark and Georgia Southern University, USA are currently on hold due to the covid crisis which has resulted in different country priorities. Initial collaborations have begun with the Pharmacogenomics and Drug Metabolism Group of the Division of Human Genetics, University of Cape Town.

FUTURE PLANS

A Lecturer at the Department was successfully awarded a grant of 150,000 euros from European and Developing Countries Clinical Trials Partnership (EDCTP) for a Malaria-HIV Pharmacogenomics project. The Covid-19 crisis has delayed the final signing, however the grant allows the acquisition of new equipment will therefore enable the Department establish a functional molecular biology laboratory to meet one of its core visions.

Plans with the Department of Pharmaceutical Sciences, MCPHS, USA for collaborative research in molecular profiling of breast cancer markers in Africans and African Americans may be accelerated after establishing the molecular laboratory.

DEPARTMENT OF MEDICAL IMAGING

INTRODUCTION

The Department of Medical Imaging is an academic department of the School of Medical Sciences which is tasked with delivering academic contents for the training of medical doctors. The Department contributes significantly to teaching, as well as preparing and upgrading all the contents of Medical Imaging in the various module guides for Levels 300, 400, 500 and 600 in the School of Medical Sciences. The Department has only three (3) full-time Lecturers who teach the various Imaging Components in all Modules as well as all Clinical Imaging teaching and reporting. Efforts are still being made to recruit more Lecturers.

VISION

To train skilled and high quality medical doctors with core competences in state of the art Medical Imaging Modalities for the purposes of accurate diagnosis.

MISSION

Our mission is to:

- Provide undergraduate professional Medical Imaging content.
- Conduct meaningful research to improve the health of people and improve the visibility of the department.
- Provide Medical Imaging services to the benefit of people in the Central Region.

RESEARCH ACTIVITIES

- Incidental findings of dextrocardia with status inversus in a 59-year-old man at the Cape coast teaching hospital: A case report.
- Application of information and Communication Technology in Radiological Practice in Ghana. A cross- sectional study among radiologist in Secondary and Tertiary Departments across Ghana.
- Perceptions of pregnant woman undertaking Antenatal Ultrasonography scan in a tertiary institution in Cape Coast.
- Ultrasonographic features of Chronic Kidney Disease patients undergoing dialysis at the Cape Coast Teaching Hospital.

RESEARCH INTERESTS

- Determination of normal and abnormal values for various measurements of the organs using various radiology modalities for black Africans.
- Obstetrics and Gynecology.
- Urological Imaging.
- Awareness of Non Accidental Injuries (Child abuse) among health workers and Teachers.
- Application of Forensic Radiology in the diagnosis of “Battered Child Syndrome” or Non Accidental Trauma in Children (Child Abuse).
- Organ Doses and Optimization of Dose to Staff and Patients Involved in Interventional Procedures Using Voxel Phantom.

STUDENTS’ SUPPORT SERVICES

Lecturers in the Department are involved in advising or counseling students with academic problems or difficulties as well as other issues that affects their general well-being on campus.

COLLABORATIONS

The Department of Medical Imaging collaborates with all clinical departments in the School of Medical Sciences, UCC, Department of Imaging Technology and Sonography in the School of Allied Health Sciences - UCC, Ghana College of Physicians and Surgeons, the West African College of Surgeons and the Ghana Health Service to provide continuing professional development for practicing medical officers in the Central and Western regions and residents in training.

CONFERENCES/WORKSHOPS/SEMINARS

Ghana Association of Radiologists (GAR). Annual General Conference, Ada, May 2019.

ACTIVITIES

The Department under the leadership of the Head of Department participated in the open day exhibition during the celebration of the Tenth (10th) Anniversary of the School of Medical Sciences (SMS), where we highlighted the significance of the department to the public.

The Department was involved in the Community Base Experience and Service (COBES) activities of the school at the various sites.

FUTURE PLANS

The Department seeks to promote focused research in Magnetic Resonance Imaging (MRI), Computer Tomography (CT) and Fluoroscopy related examinations including Teleradiology.

CONCLUSION

The Department of Medical Imaging is grateful to the Provost, Dean and Faculty Staff of the School of Medical Sciences for their immense support to the Department.

DEPARTMENT OF MICROBIOLOGY AND IMMUNOLOGY

INTRODUCTION

The Microbiology and Immunology department is one of several under the School of Medical Sciences (SMS), College of Health and Allied Sciences (CoHAS). It is made up of six (6) senior members in various fields of Microbiology (Virology, Bacteriology, Mycology and Parasitology) and Immunology. There are two administrative staff: one (1) Principal Administrative Assistant and a Senior Administrative Assistant; one (1) Senior Research Assistant and one (1) Senior Laboratory Technologist. The Department also has two (2) National Service Personnel who assist in both administrative duties as well as laboratory activities.

Members of the Department are into various research activities that include Human Papillomavirus, Human Immunodeficiency Virus, Malaria Immunology, Tuberculosis, Toxoplasmosis, Dengue, Viral Hepatitis agents as well as intestinal parasitic infections. These have resulted in several publications in peer review journals.

MISSION

Advance quality and innovative research in the area of medical microbiology and immunology that significantly contributes to the prevention, treating and curing of infectious diseases.

VISION

- To provide good quality education in the discipline of Microbiology and Immunology
- To create innovative ways of learning and research in the area of Microbiology and Immunology
- To focus on research that emphasizes on areas that contribute to the advancement of human health
- To contribute to the creation of quality medical researched knowledge that will form the basis of further scientific research into infectious diseases.

STAFF DEVELOPMENT/AWARD

The Department currently has four Senior Members as Senior Lecturers. Two members have applied for Associate Professorship position and awaiting feedback from reviewers. In addition, one (1) member has recently completed his PhD and two (2) members are on their laboratory work and expected to complete by August next year.

MPHIL PROGRAMME

The Department has graduated its first set of nine (9) students in the MPhil programme. The second batch of the MPhil students are at various stages of their research with some have already submitted their thesis for assessment; the third batch completed their first year of taught courses and are also on their research work which have been slow as a result of the Covid-19 pandemic, thus, they are awaiting the lifting of some restrictions to be able to continue their research.

PHYSICAL STRUCTURE AND VIRTUAL INFRASTRUCTURE

Being part of the School of Medical Sciences and the College of Health and Allied Sciences (CoHAS), the Department shares infrastructure of the school as well as the college. These include the physical and also virtual infrastructure (mainly internet services) for teaching, research and community service.

INTERNATIONAL PARTNERSHIPS AND INDUSTRY LINKAGES

Members in the Department have established linkages with the following stakeholders for various fields of research activities:

- Noguchi Memorial Medical Centre for Research, Accra, Ghana
- The Centre of Awareness, Cape Coast, Ghana
- National AIDS/STI'S Control Programme, Accra, Ghana

FUTURE PLAN

The department is in the process of re-accrediting the MPhil Programme and making preparations for PhD in Infection and Immunity Programme by 2021/2022 academic year.

DEPARTMENT OF PHARMACOLOGY

INTRODUCTION

The Department of Pharmacology has been operational since the inception of the School of Medical Sciences in January 2008. It has teaching inputs in both basic sciences and clinical modules and as such, it is one of the busiest departments in the School of Medical Sciences. Since drugs form the cornerstone of therapy in the management of human disease, the department plays crucial roles in the undergraduate medical training process. The Department is also actively involved in teaching pharmacology at postgraduate and undergraduate levels of study to students in the biomedical sciences, allied health disciplines, physician assistant studies and nursing & midwifery programmes.

The Department of Pharmacology is made up of a dynamic group of faculty from diverse backgrounds who ensure that students have the best of training in every aspect of

pharmacology. Currently, the Department is made up of five (5) academic staff, two (2) teaching associates and one administrative staff. We believe that the fundamental goal of teaching is to foster learning and active learning fosters critical thinking. Therefore, our primary goal as a Department is to impact good understanding of the science of medicine in order to produce graduates who are capable of critical thinking and able to apply knowledge acquired in the classroom and laboratory in clinical settings to improve delivery of healthcare or advance the course of science.

Research focus of the Department this academic year has centred largely on:

- Cellular Injury/Protection Mechanisms
- Medicinal Plant Research and Drug Development
- Neuropharmacology of Secondary Metabolites from Ethnobotanicals.
- Neurotoxicity of Environmental Pollutants

STAFF DEVELOPMENT

- Isaac T. Henneh was awarded PhD in Drug Discovery and Toxicology here at the University of Cape Coast after successfully defending his thesis in August 2019.
- Ernest Obese also successfully defended his doctoral thesis in September 2019 to obtain PhD. in Pharmacology from the Kwame Nkrumah University of Science and Technology.
- Meshack Antwi-Adjei is enrolled on PhD programme in Drug Discovery and Toxicology at the Department of Biomedical Sciences, University of Cape Coast.

GRANTS/AWARDS

Prof. Martins Ekor is part of the Medical Research Council (MRC) Grant project entitled “Strengthening private-sector medicine systems to tackle the persistence of poor-quality medicines in Africa: a proof-of-concept study”. (Grant Reference: MR/T022132/1)

CURRENT RESEARCH PROJECTS

- Pharmacological evaluation of extract and isolated compounds from the root bark of *Ziziphus abyssinica*.
- Toxicological surveillance and safety profile of commonly used herbal preparations in Ghana.
- Neuropharmacological assessment of plants of ethnobotanical significance in the Central Region of Ghana.
- Effects of prenatal exposure to monosodium glutamate on behaviour and cognitive development of offspring in experimental model.
- Investigation of the lipid-lowering potential of clinically useful cyclooxygenase-2 inhibitors in experimental models of dyslipidemia.

FUTURE PLAN

The Department has completed the first draft curriculum for postgraduate programme in Pharmacology. Efforts are ongoing to ensure programme commences by next academic year.

DEPARTMENT OF PSYCHOLOGICAL MEDICINE AND MENTAL HEALTH

INTRODUCTION

The Department of Psychological Medicine and Mental Health at the School of Medical Sciences provides quality teaching, research and extension services, including Counselling and Psychological services to students, faculty, staff and surrounding communities.

VISION

To be a Department that is positioned to make psychological contributions to all departments, units, sections, divisions and directorates of the University of Cape coast.

MISSION

The Department lives to teach, research and serve the communities with psychological wisdom and counsel and train medical doctors who are sensitive to the psychological needs of patients, their families and the society.

RESEARCH FOCUS

The Department adopts the Bio-psychological spiritual model in all its research focus of activities. To this end, the department engages in research into:

- Biological and medical factors that affect psychological wellbeing.
- Psychological, social, emotional and spiritual factors that affect medical conditions/ diseases and their outcomes.

OBJECTIVES/CORE VALUES

- Professionalism
- Excellence
- Integrity
- Team work

STAFFING

The Department has three (3) Full-time faculty, all specialised in Clinical Psychology, one Principal Research Assistant, who is also designated Teaching Associate. There is one (1) Principal Administrator and three (3) National Service Persons.

In the year under review, eleven (11) part-time lecturers came from USA, UK, Canada and locally based Part-timers also helped the department in teaching its psychiatry modules.

STUDENTS' SUPPORT SERVICES

Counselling

Faculty members with the expertise of counselling provided professional counselling services to at least eight (8) students in the School of Medical Sciences and other departments, including members of the community.

Staff and Student Engagements

The Department joined the School doing the Management and Student Consultative Meeting

this year. The forum gave students the opportunity to air their views and also interact with management and lecturers.

INTERNATIONAL PARTNERSHIPS AND INDUSTRY LINKAGES

The Department has partnered with foreign faculty from USA and Canada to teach Psychiatry modules at levels 400 to 600 in the Medical School.

FUTURE PLANS

The Department also plans to introduce a Postgraduate programme in the area of Medical Psychology.

SCHOOL OF NURSING AND MIDWIFERY

INTRODUCTION

The School of Nursing and Midwifery (SoNM) is one of the four (4) Schools in the College of Health and Allied Sciences (CoHAS). The School was established in August 2014 after being a Department for some years under the School of Biological Sciences. Currently, the School has three (3) Departments: Maternal and Child Health Nursing, Adult Health Nursing, and Mental Health Nursing, with a total student population of one thousand, two hundred and twenty-nine (1229), which is a combination of both regular and sandwich students. The School has a total of thirty-eight (38) staff comprising twenty-five (25) academic staff and thirteen (13) administrative staff.

VISION

To become a School of Nursing and Midwifery that provides quality nursing education that supports the University as a centre of excellence in Ghana and worthy of worldwide acclaim.

MISSION

To promote and maintain the health of citizens by preparing professional nurses to meet the ever-changing regional, national, and global health care needs.

CORE VALUES

- Excellence in research, teaching, and outreach programs that provide the opportunity for a meaningful and quality educational experience.
- Climate of open communication and cooperation, which recognises equal opportunities for faculty, staff, and students.
- Student success in learning outcomes through individualised attention and support that promotes growth, improvement, and opportunity.
- Integrity and professionalism and the respect of academic freedom in the academic community.

STAFF DEVELOPMENT/AWARD

During the period under review, capacity-building workshops, including the Advanced Use of Microsoft Word, Electronic Communication, the Role of Detailed Course Outline in Teaching

and Learning were organised for all staff of the School by the Dean. Two (2) academic members got scholarships to pursue their PhD programmes in Ghana and others were supported and encouraged to make progress. Two (2) faculty members won individual-led DRIC grants and a team of faculty members also won the Group-led category. The Deans' also won award from DAAD to be part of the International Deans Course for Africa during this period.

STUDENTS' SUPPORT SERVICES

The School organised international exchange programmes, educational tours, and clinical sessions to broaden the perspective of students throughout the semesters.

The School ensured that Academic Advisors and Counsellors were appointed to assist students navigate successfully through their academic work. Students who completed their academic programmes were prepared and supported to take their professional licensing examination which will then give them opportunity to be employed by the Ministry of Health and its agencies. The School also conducted four students-management consultative meetings to understand students' challenges and how best they can be addressed.

PHYSICAL STRUCTURES AND VIRTUAL INFRASTRUCTURE

Offices of the Dean, Vice-Dean, Faculty Officer, School Accountant, and the Examination's Officer are all located at the C. A. Ackah Building Complex. These offices were acquired to create more space for academic and administrative work in the School of Nursing and Midwifery. The School also has eleven offices for lecturers, a conference room, three offices for Heads of Department, and a skills laboratory for practical sessions all located at the College of Agriculture and Natural Science Building Complex. The School is also visible on the University's website.

INFRASTRUCTURAL DEVELOPMENT

Plans are on-going to construct a complex for the College of Health and Allied Sciences which will provide additional space for the School. This will enable the School to provide facilities which will promote its smooth running. In addition, already existing structures were managed efficiently to keep them in good state.

FUNDING

The School is funded through:

- Regular fee-paying students
- Foreign students
- Sandwich programmes
- Other Internally Generated Funds
- Donation from expected external sources

INTERNATIONAL AND LOCAL PARTNERSHIPS AND COLLABORATIONS

The School of Nursing and Midwifery has partnerships and collaborations with the following institutions:

- Morehead State University, USA
- Auburn University, USA
- Grand Valley State University, USA

- University of Ghana, Legon, Accra
- Kwame Nkrumah University of Science and Technology, Kumasi
- Central University College, Accra
- Valley View University, Accra
- University for Development Studies, Tamale
- Presbyterian University College, Agogo
- Garden City University College, Kumasi

During the period under review more collaborators were sought for and efforts are undergoing to prepare Memoranda of Understanding with such institutions. The School also supported the Institutional Affiliation Office to continue to mentor health institutions affiliated to the University and also new institutions seeking affiliation. Regular pre and post moderation exercises are undertaken by faculty from the School. Again, the School of Nursing and Midwifery has agreed to mentor 26 nursing training institutions which offer Nurse Assistant Preventive (NAP) and Nurse Assistant Clinical (NAC) programme. In this agreement, the School of Nursing and Midwifery offers top-up courses for the graduates of NAP/NAC programmes so that they can obtain Diploma certificates.

The School has collaborations with the Nursing and Midwifery Council (NMC), Ghana College of Nursing and Midwifery and the Ministry of Health facilities within the Cape Coast metropolis and nearby communities. This collaboration was continued during this period resulting in a workshop between the School and the NMC team.

RESEARCH

During the period under review, research activity in the School received attention and hence a boost in output from faculty members. Over thirty (30) research manuscripts were published by members of faculty. A number of grant applications were successful with some pending.

These also improved collaborators with our external partners beyond just staff and students exchanges. Details of some of these research activities as applicable to specific Departments are provided in the respective department sections.

ACADEMIC PROGRAMMES

The School of Nursing and Midwifery is in the process of introducing BSc Midwifery and Master of Philosophy in Public Health Nursing Programmes. These are at various stages of accreditation; Midwifery now with National Council on Tertiary Education (NCTE). These programmes will be in addition to the programmes running already in the School.

CHALLENGES

The School of Nursing and Midwifery faces challenges of inadequate

- teaching staff for some departments particularly mental health and maternal and child health (midwifery).
- office space for lecturers.
- equipment for the clinical skills laboratory.
- space for the clinical skills laboratory especially for the midwifery programme.
- space for a dedicated library for the School.

FUTURE PLANS

The School intends to follow the activities as outlined in the School's Action Plan developed for the next academic year. Some plans include:

- Set up an ultra-modern skills clinical laboratories for the School.
- Introduce a 4-year Bachelor of Science in Mental Health Nursing Programme.
- Seek accreditation for more programmes in Mental Health, Midwifery and Public Health Nursing.
- Mentor and nurture plans for more partnerships for student and staff exchange.
- Nurture and mentor post-basic nursing programmes in the Nursing Training Colleges.
- Faculty development through mentorship programmes and grantmanships.

DEPARTMENT OF MATERNAL AND CHILD HEALTH

INTRODUCTION

The Department of Maternal and Child Health is the youngest in the School of Nursing and Midwifery. It is still undergoing processes for accreditation for the commencement of a Bachelor of Science in the Midwifery Programme.

The Department aims to produce highly qualified and competent professional midwives who will be equipped with the requisite knowledge, skills, and attitude to be sensitive to the needs of the mother and the childbearing, family, and work towards promoting maternal and neonatal health.

The Department is headed by a Coordinator and supported by one (1) Administrative Staff, one (1) Lecturer, and three (3) Assistant Lecturers.

PHYSICAL STRUCTURES AND VIRTUAL

The Department is situated on the top floor of the College of Natural Sciences building. During the year under review, the Department took delivery of some midwifery skill laboratory equipment and is in the final stage of procuring more.

The Department, in consultation with the School of Nursing and Midwifery and the College of Allied Health and Allied Sciences, is working on getting an ultramodern skills laboratory to facilitate the smooth running of the Midwifery Programme.

INTERNATIONAL PARTNERSHIPS AND INDUSTRY LINKAGES

The Department continues to seek support/collaboration (technical or financial) from local and international agencies/universities as part of its preparation to run the BSc Midwifery programme. The Department is also nurturing collaboration with the Department of Midwifery, University of Limerick and University of Malawi, Faculty of Midwifery, Neonatal, and Reproductive Health Studies.

RESEARCH

Members of the Department have also increased research activities as is the case in the entire School. The principal investigation for the study on Family-Based Index Client Testing for HIV/

AIDS is from the Department. This and other collaborative research activities resulted in 4 publications from members of the Department for the period under review with an additional 3 submitted and currently under review. A number of abstracts for conferences have also been produced.

ACADEMIC PROGRAMMES

During the year under review, the Department submitted a proposed BSc Midwifery programme document to The National Council for Tertiary Education (NCTE) and The National Accreditation Board (NAB) for approval and accreditation. The document is currently undergoing the accreditation process.

FUTURE GOALS

The Department's goal for the new academic year is to establish an ultra-modern skills laboratory and to acquire accreditation from the NCTE and NAB Nursing and Midwifery Council of Ghana for all new programmes.

DEPARTMENT OF ADULT HEALTH

INTRODUCTION

The Department of Adult Health is the largest Department in the School of Nursing and Midwifery established in 2014. The Department aims to produce nurses with the appropriate academic background as part of the overall national strategy to bridge the nurse-patient gap in the country. Currently, the Department runs a regular 4-year BSc Nursing programmes, 2-years regular Master of Nursing programme, 3-year Sandwich Post-Diploma, BSc Nursing Programme, and 1-year sandwich Master of Science in Advanced Nursing Practice. The overarching research theme for the Department is – “Survivorship and well-being.”

STAFF DEVELOPMENT/AWARDS

Scholarships and Further Studies

Currently, the Department has fifteen faculty members, including one senior lecturer, five lecturers, and nine assistant lecturers. A new assistant lecturer has been appointed and will start teaching in the next semester. The Department has also appointed seven part-time faculties who are mostly clinically based and support students during clinical placement. One lecturer and two assistant lecturers are currently on PhD programmes with financial support from UCC.

Capacity Building for Senior Members

Some workshops and short courses were organised to build the capacity of senior members. For example, a patient and family care study workshop was organised to re-orient faculty members to ensure effective supervision of student care study. Preceptor and clinical teaching were also organised for faculty members. Faculty members were also encouraged to participate in the general School and College training programmes.

Research Grant

One faculty member won DRIC funding for a project on “The experiences of caregivers in managing people living with epilepsy at Anomabo” Two other faculty members were part of the team that won the research grants from DRIC to conduct research projects on Family-Based Index Client Testing for HIV/AIDS”. A number of collaborative research are also currently ongoing. They key areas include Epilepsy, Sickle Cell Disease, Diabetes, Hypertension, Covid-19, post-operative pain management and transcultural Nursing. The increase in research activity is evident in the 28 publications from members of the Department for the period under review.

STUDENTS’ SUPPORT SERVICES

Counselling

Academic counsellors have been appointed for all the levels. The counsellors addressed students’ issues that arose.

Job Search and Placement Issues

Most students who completed their professional licensing examination have been employed by the Ministry of Health and its agencies. Those who finished in 2018 and beyond are still awaiting their turn for employment.

Staff and Students Forums

The Department participated in four consultative meetings organised by the School to understand their challenges and how best to address them.

PHYSICAL STRUCTURES AND VIRTUAL INFRASTRUCTURE

The Department is located at the College of Agriculture and Natural Sciences block. The Department acquired some equipment for the clinical skills laboratory and projectors to support teaching and learning. Access to the internet in the Department is good.

INTERNATIONAL PARTNERSHIPS AND INDUSTRY LINKAGES

The Department continued with collaborative activities with the Grand Valley State University and the University of Limerick. In the year under review, 16 undergraduate nursing students and three faculty members visited the Department to engage in the annual public health programme. Two students from the Department had a full semester exchange programme at the University of Limerick. The Department has a strong collaboration with the Nursing and Midwifery Council of Ghana and the Ghana College of Nursing and Midwifery.

ACADEMIC PROGRAMMES

In the year under review, the Department submitted a proposal to establish a master of Public Health Nursing programme. The document is yet to be considered at the College level as at the time off writing this report.

FUTURE GOALS

The Department hopes to establish the Master of Public Health Nursing Programme, develop market-driven short courses, identify more clinical resources centres for students’ clinical placement, acquire more simulation and patient care technological equipment for the clinical

skills lab, support lecturers without PhDs to enrol on one and engage effectively with the departmental research plan.

DEPARTMENT OF MENTAL HEALTH

INTRODUCTION

The Department of Mental Health of the School of Nursing and Midwifery is under the College of Health and Allied Sciences. The Department became operational in the 2014/2015 academic year with degree programmes in BSc Mental Health Nursing and BSc Community Mental Health Nursing. The Department runs both regular and sandwich BSc programmes.

Recognising the need for further education and continuous professional development for mental health nurses, these programmes were designed to strengthen the mental health delivery system in Ghana by upgrading existing staff skills in contemporary issues in this complex, legally, and ethically laden profession. It empowers graduates to be able to draw on the evidence base to underpin clinical practice and, thus, enhance the quality of care for patients. The Department is the first to start a degree programme in mental health nursing in Ghana. Until the introduction of these programmes, Ghana had only two mental health training schools across the country to cater for the three mental health hospitals in Ghana, namely: Pantang, Accra, and Ankaful Training School.

STAFF DEVELOPMENT/AWARDS

The Department organised a symposium on Suicide Prevention to commemorate World Mental Health Day. A faculty of the Department received an Individual Led Research Support grant from the Directorate of Research, Innovation, and Consultancy of the University of Cape Coast.

RESEARCH

Staff in the Department of Mental Health published 9 publications during the period under review, and they are currently working on the under-listed projects in collaboration with international partners:

- Mental health of HIV/AIDS affected children and adolescents.
- Measuring global burden of diseases and their impacts on health and wellbeing.
- Scoping literature review on mental health of disabled children and adolescents in Ghana.
- Covid-19 Family studies (an international study that is examining the impact of the covid-19 on families with children) – in partnership with the Centre for Family Studies, Cambridge University.
- Addiction training in Africa: Opportunities and potential impact.
- Correlates of depression, purpose of life, loneliness, general health and anxiety among patients with substance use disorders in psychiatric hospitals in Ghana.
- An intervention programme to improve preceptorship within the Ghanaian context.
- Collaborative teaching with the Global University of Tampere in Finland to train graduate nursing students with specialisations in mental health.

GRANTS APPLICATIONS

- NIH (USA) Grants for Developing countries (Awaiting Decision) - HIV/AIDS stigma reduction strategies for men who have sex with men (MSM). Applied as Co-PI in partnership with researchers from the Universities of Ghana and Sheffield, UK.
- AXA Covid-19 Rapid Research Grant, France (Awaiting decision) – Effects of confinement and social distancing on mental health during covid-19 pandemic in Ghana.
- UKRI (UK) Agile Research fund for LMIC (Awaiting decision) – Mixed-methods evaluations of the effects of covid-19 pandemic on HIV/AIDS patients in Ghana.
- GECO Health Research (UK) – Joint application with some researchers at Sheffield University, UK on the psychosocial impact of covid-19 on frontline health workers in Ghana.

STUDENTS SUPPORT SERVICES

Students were offered counselling services, especially on the prevention of suicide by academic Advisors in the Department.

INTERNATIONAL PARTNERSHIPS AND INDUSTRY LINKAGES

During the period under review, the Department collaborated with international partners.

FUTURE PLANS

The Department is developing a 4-year Bachelor of Science Programme in Mental Health Nursing.



Faculty and Students of UCC and GVSU Nursing Schools with some children during an outreach programme at Bronyibima in the Komenda Edina Eguafu Municipal Assembly

A student of UCC School of Nursing examining a community member during an outreach programme.



The School of Nursing team with the delegation from the University of Limerick.



GVSU students at an orientation programme as part of their study abroad programme in the Central Region.

SCHOOL OF PHARMACY AND PHARMACEUTICAL SCIENCES

INTRODUCTION

The School of Pharmacy and Pharmaceutical Sciences (SoPPS) is a newly established School under the College of Health and Allied Sciences (CoHAS). It was established in August, 2018 to train students to obtain Doctor of Pharmacy Degree (PharmD), in order to expand the healthcare delivery team of professionals being trained in the University. It is an undergraduate professional (First Degree) programme. The School has admitted its first batch of students into the PharmD programme in 2019/2020 academic year.

VISION

A School of Pharmacy and Pharmaceutical Sciences with global recognition.

MISSION

To train innovative and unique pharmacists with the highest professional standards to deliver quality Pharmaceutical care.

CORE VALUES

The core values of the School are Excellence, High standards and Professionalism. Additionally, the School will instil in its graduates the following attributes summarized with the acronym 'PHARMACIST'

- P - Patient-centredness
- H - Honesty
- A - Astuteness
- R - Responsibility
- M - Meticulousness
- A - Accountability

- C - Competence
- I - Integrity
- S - Scholarship
- T - Teamwork

The Dean's Office is Managed by

- Prof. Johnson Nyarko Boampong - Ag. Dean, School of Pharmacy and Pharmaceutical Sciences
- Mrs. Rebecca Asiedu Owusu - Faculty Officer

DEPARTMENTS

The School has five academic Departments listed as follows:

- Department of Pharmacology & Toxicology
- Department of Pharmaceutical Microbiology
- Department of Pharmacognosy and Herbal Medicine
- Department of Pharmaceutical Chemistry
- Department of Pharmaceutics and Pharmacy Practice

SCHOOL OF PHARMACY AND PHARMACEUTICAL SCIENCES IMPLEMENTATION COMMITTEE

The Vice-Chancellor constituted the School of Pharmacy and Pharmaceutical Sciences Implementation Committee. The Committee's mandate which was to make the necessary preparations to set up the School of Pharmacy and have the pharmacy programme running within the next two years. The Committee have successfully completed its task and yet to submit a report to that effect.

APPOINTMENT OF DEAN

The University appointed Prof. David Darko Obiri as the first Dean. He, therefore, assumed work on the October 2, 2019. He, however, passed away on March 2, 2020 at the Korle-Bu Teaching Hospital. Prof. David Darko Obiri fell ill when he was on an official trip to the University of Cincinnati, USA, for faculty and students exchange.

RECRUITMENT OF LECTURERS

The University has initiated the process of recruiting Lecturers into some Departments in the School.

STUDENTS' ENROLMENT

The School admitted its first batch of students into the PharmD programme for the 2019/2020 academic year listed below:

2019/2020 Academic Year			
Year	Males	Females	Total
First year	25	28	53

PHYSICAL STRUCTURE

Office Space

The University has allocated an office space to the School of Pharmacy & Pharmaceutical Sciences in the College of Distance Education (CoDE) Building.

Laboratory

Similarly, the University has officially allocated space for the School in the new 25-Unit Lecture Theatre Complex to be developed as laboratories. Some laboratory equipment and reagents have been procured for use by the School of Pharmacy and Pharmaceutical Sciences (SoPPS).



PROF. ERIC FRANCIS AMUQUANDOH
PROVOST

COLLEGE OF HUMANITIES AND LEGAL STUDIES

INTRODUCTION

The College of Humanities and Legal Studies comprises the Faculty of Arts, Faculty of Social Sciences, Faculty of Law, School of Business, School for Development Studies, and School of Economics. It runs all the general University-wide courses for all students. These are Communicative Skills (Level 100), Critical Thinking and Practical Reasoning (Level 200), and Entrepreneurship (Level 300). The College also hosts the Confucius Institute and partners Alliance Française for the teaching and learning of Chinese and French respectively.

OVERVIEW OF FACULTIES/SCHOOLS, DEPARTMENTS/UNITS AND INSTITUTES OF THE COLLEGE

FACULTY OF ARTS

The Faculty is made up of the following departments:

- Department of Classics and Philosophy
- Department of Communication Studies
- Department of English
- Department of French
- Department of Ghanaian Language and Linguistics
- Department of History

- Department of Music and Dance
- Department of Religion & Human Values
- Department of Theatre & Film Studies
- Centre for African & International Studies (CAIS)
- Confucius Institute
- Information Literacy Skills Unit
- Writing Unit

FACULTY OF SOCIAL SCIENCES

The Faculty is made up of the following departments:

- Department of Geography & Regional Planning
- Department of Hospitality & Tourism Management
- Department of Population & Health
- Department of Sociology & Anthropology
- Centre for Gender Research, Advocacy & Documentation (CEGRAD)
- Institute for Oil & Gas Studies

FACULTY OF LAW

The Faculty is made up of the following departments:

- Centre for Legal Research and Law Library
- Information Centre

SCHOOL OF BUSINESS

The School is made up of the following departments:

- Department of Accounting
- Department of Finance
- Department of Human Resource Management
- Department of Management Studies
- Department of Marketing & Supply Chain Management
- Centre for Entrepreneurship & Small Scale Enterprise Development (CESSED)
- Professional and Management Development Unit

SCHOOL OF ECONOMICS

The School is made up of the following departments:

- Department of Applied Economics
- Department of Economic Policy & Data Science
- Department of Economics Studies
- Centre for Data Archiving, Management, Analysis and Advocacy (CDAMAA)
- Economic Policy Modelling (EPM) Unit
- Microfinance Unit

SCHOOL FOR DEVELOPMENT STUDIES

The School is made up of the following departments:

- Department of Environment, Governance & Sustainable Development
- Department of Integrated Development Studies
- Department of Labour & Human Resource Studies

- Department of Peace Studies

MANAGEMENT OF THE COLLEGE

- Provost - Prof. Francis E. Amuquandoh
- College Registrar - Dr. Alexis Akanson
- Dean, Faculty of Arts - Prof. Kwame Osei Kwarteng
- Dean, Faculty of Social Sciences - Prof. Akwasi Kumi-Kyereme
- Dean, School of Business - Prof. John Garchie Gatsi
- Dean, Faculty of Law - Dr. Peter Atupare
- Dean, School for Development Studies- Dr. Emmanuel Y. Tenkorang
- Dean, School of Economics - Dr. Emmanuel E. Asmah
- College Finance Officer - Ms. Dorcas Yeboah
- Junior Assistant Registrar - Ms. Miriam Danso-Mensah

STAFF STRENGTH (SENIOR MEMBERS)

- Professors - 10
- Associate Professors - 31
- Deputy Registrar - 1
- Senior Assistant Registrar - 1
- Senior Lecturers & Senior Research Fellows- 118
- Accountants - 6
- Lecturers & Research Fellows - 96
- Assistant Lecturers - 57
- Assistant Registrars - 5
- Junior Assistant Registrars - 4
- Total **329**

STUDENTS' ENROLMENT

- Undergraduates - 7115
- Graduates: - 363
- Total **7478**

VISION

To become a nationally and internationally recognised College in interdisciplinary teaching, research and community engagement.

MISSION

The mission of the College is to offer challenging curricula and produce research outputs that stimulate critical thinking and enable clients and staff to respond to national and international needs and aspirations.

OBJECTIVES

The objectives of the College are to:

- facilitate the promotion of academic work and good governance across faculties/schools;
- promote interdisciplinary activities including research and outreach;
- promote networking and group research based on the University's Research Agenda; and

- pool resources to ensure maximum utilization for research teaching and outreach.

CORE VALUES

- Excellence
- Empowerment
- Commitment
- Ethical Behaviour
- Collegiality

THE MAJOR ACTIVITIES DURING THE 2019/2020 ACADEMIC YEAR

The year under review was remarkable for the College of Humanities and Legal Studies. The College Management with the full support of staff and students made strides in unifying the various constituents of the College to improve teaching, learning and social harmony. Some of the key activities aimed at achieving the vision and mission of the College included the following underlisted:

THIRD DOCTORAL SUMMER SCHOOL 2019

The College organised a very successful Third Doctoral Summer School, from August 26 – 30, 2019. The Doctoral School recorded the highest number (40) of PhD candidate participation. The evaluation report recommended the annual organisation of the school.

Participants at the 3rd Doctoral Summer School included Ms. Efua K. Turkson, Ms. Wilhelmina Coker Davies, Mr. Justice K. Tetteh, Mr. Samuel Antwi and Mr. Kofi Y. Asare.



Doctoral Summer School 2019

NURTURING YOUNG ALUMNI

The College organised a cocktail for all First Class graduands of the College for the 2019/2020 graduating class. The purpose was to congratulate them on their success and to encourage them as good alumni of the College. About 200 graduands attended. They were encouraged by the Deans and Heads of Department who attended to continue working hard and also to work towards graduate school so they can replace the faculty in the future. To honour them, the graduands took a group picture with Management of the College, which has been displayed at the College. The graduands were very appreciative of the gesture from the College.



Prof. F. E. Amuquandoh (Provost) with some of the alumni present at the Cocktail

APPOINTMENT OF VISITING LECTURERS

To promote academic excellence in the College, the underlisted visiting lecturers were appointed to assist with teaching and research in the College.

- Prof. Akosua Obuo Addo: Fulbright US Scholar from the University of Minnesota. Hosted by the Department of Theatre and Film Studies from 2019 - 2020.
- Prof. Jean Marie Fritz: Fulbright US Scholar from Cincinnati University. Hosted at School for Development Studies in 2020.
- Dr. Agya Boakye-Boateng: Fulbright US Scholar from University of Carolina. Hosted at the Centre for African and International Studies from 2019 - 2020.

Postgraduate STUDIES

The College and its Schools and Faculties graduated a total of 476 postgraduate students with the underlisted distribution.

- | | | |
|----------------|---|------------|
| • PhD | - | 7 |
| • MPhil/M.Com. | - | 36 |
| • MBA/MA/MSc | - | 433 |
| Total | - | <u>476</u> |

APPROVAL FOR THE ESTABLISHMENT OF INSTITUTE FOR LAW AND GOVERNANCE

Approval has been given for the establishment of the Institute for Law and Governance Studies to be hosted as an interdisciplinary institute for policy formulation and research. It is the plan of the College to engage in rigorous fundraising for the project.

MEETING WITH OFFICIALS FROM GNPC AFTER THE DELIVERING OF PUBLIC LECTURE BY THE GNPC/UCC PROFESSORIAL CHAIR



GNPC Executives pose with the Provost, CHLS and GNPC/ UCC Chair

FUTURE PLANS

Alumni Drive

Faculties and Schools will strengthen their alumni activities to promote the image of the College and the University.

In addition, the College intends to undertake Tracer studies of graduands from the College in order to help improve on its programmes and teaching.

Students' Support

The College is sourcing for funds to support students with start-up entrepreneurial ventures to promote visibility of our Business Incubator and also motivate future graduates to use their acquired skills and knowledge gained from the University-wide programme in entrepreneurship.

Course on Academic Writing

There are efforts to start a course on academic writing to assist staff and students in presentation of academic papers.

New Programmes

As part of the restructuring process, the College and its Schools and Faculties are working to introduce these underlisted new programmes.

- PhD/MPhil/M.A in Social Policy Studies
- PhD/MPhil/M.A in Public Sector Management
- PhD/MPhil/MSc in Petroleum and Energy Studies
- PhD/MPhil/MA in Diplomacy and Global Studies
- PhD/MPhil/MA in Historical Studies
- PhD/MPhil/MA in Critical Thinking and Creative Reasoning
- PhD/MPhil/MPH in Public Health (Sexual & Reproductive Health & Rights)
- PhD/MPhil/MPH in Public Health (Epidemiology and Biostatistics)
- MBA in Oil and Gas Management

- Master of Commerce (Finance)
- Master of Science (Corporate Governance and Strategy)
- Master of Science (Entrepreneurial Management)
- Bachelor of Commerce (Entrepreneurship with Graphic Design)
- Bachelor of Commerce (Entrepreneurship with International Business)
- Bachelor of Commerce (Finance Engineering)
- Post-Diploma in Transport and Logistics Management (Sandwich)

CONCLUSION

The College of Humanities and Legal Studies is ready to collaborate with industry and other educational institutions to broaden the horizon of our students and faculty, and enhance our teaching and learning, research and community service for the development of our nation.

FACULTY OF ARTS

INTRODUCTION

The Faculty of Arts has consistently been vibrant and one of the forward-looking faculties in the University of Cape Coast. The main objective of the Faculty is to promote teaching, research and extension services of the various aspects of the humanities. The Faculty was one of the first to be established when the University fully took off in 1962. The Faculty has over time developed exponentially and can now boast of nine (9) Departments, one (1) Centre, two (2) Units and one (1) Institute. In fact, it is currently the largest in the University.

MANAGEMENT OF THE FACULTY

- Dean - Prof. K. O. Kwarteng
- Vice-Dean - Rev. Prof. P. A. Gborsong
- Faculty Officer - Mr. Robert Appiah
- Faculty Accounts Officer - Ms. Mercy A. Amewudah

Management of the Faculty is supported by two (2) Principal Administrative Assistants, One (1) Senior Administrative Assistant and One (1) Administrative Assistant. The rest are One (1) Receptionist, four (4) Cleaners and two (2) Drivers.

ACADEMIC STAFF AND STAFF DEVELOPMENT

The breakdown of the Academic Staff strength in the Faculty is as follows:

- Professors - 3
- Associate Professors - 15
- Senior Lecturers - 38
- Lecturers - 40
- Assistant Lecturers - 40

The research agenda of the Faculty during the year under review is “The humanities and indigenous knowledge in health”. The Faculty has reviewed a number of applications for appointment to Professorial, Senior Lecturer and Lectureship positions in various Departments in the Faculty. We are, therefore, waiting for the University to recruit additional human resource for other critical academic areas.

TEACHING AND RESEARCH

The Centre for African and International Studies, as part of its outreach programme, continued to embark on research trips to places such as Anomabo, Assin Atobiase and Kormantse, all in the Central Region. The Faculty also received visiting scholars. Departments including Religion and Human Values, Classics and Philosophy, History, Theatre and Film Studies, Music and Dance, Communication Studies, and English hosted visiting scholars in the year under review. The Faculty continues to undertake research on various areas relating to the subject areas of the departments in the faculty, with lecturers supervising both undergraduate and post graduate research.

PUBLIC LECTURES AND ROUNDTABLE DISCUSSION

The Faculty of Arts, hosted 11 Public Lecture Series, and One Round-Table Discussion.

STUDENTS' SUPPORT SERVICES

During the academic year, the Faculty organised staff students' consultative meetings. The Faculty of Art Students Association (FASA) organised series of activities to integrate fresh students into the University community. Some of these activities include "Akwaba and Award Night" Students', Retreat and FASA Ladies Socialisation.

PHYSICAL STRUCTURES AND VIRTUAL INFRASTRUCTURE

As part of measures to enhance safety of life and property burglar proof gates were fixed at the main entrance of the Main Faculty Block and the Communal Block.

INTERNATIONAL PARTNERSHIP AND INDUSTRY LINKAGES

The Faculty played host to some international collaborations as indicated in the reports of the Department of History, Department of Music and Dance, Department of Film and Theatre Studies, Department of English, and the Department of French. These collaborations focused on staff and students' exchange programmes and research activities.

FUTURE PLANS

There are a number of collaborations and memoranda of understanding that are underway to be established with local and foreign institutions. We hope that the MoUs and collaborations will enhance teaching and research that will rake in more benefits to staff, students and the University community at large.

The Faculty is in the process of collaborating with the School of Business to design and run more attractive academic programmes to increase the students' enrollment in the Faculty.

DEPARTMENT OF GHANAIAN LANGUAGES AND LINGUISTICS

INTRODUCTION

The Department of Ghanaian Languages and Linguistics is the ninth (9th) department in the Faculty of Arts. The Department promotes research into Ghanaian Languages and in Linguistics, and the production of learning and teaching materials for the tertiary and pre-tertiary levels of education in Ghana. It also facilitates effective use of the respective languages in teaching at both levels.

VISION

- To see Ghanaian Languages used as languages of administration at all levels of government in Ghana.
- To become the reference point for Ghanaian Languages and Linguistics research in Ghana.

MISSION

- To sensitize relevant stakeholders and provide top-notch consultancy on the place of indigenous Ghanaian Languages in national development.
- To promote state of the art research and high quality training of students in Ghanaian Language and Linguistics using cutting edge technology.

For the year under review, the Department has a student population of 829 undergraduate and 22 postgraduate students. As regards, human resource, the Department has 15 Lecturers, 2 Administrative Staff and 2 Junior Staff. Below is a breakdown of the various sections.

SECTION	ACTIVE	STUDY LEAVE	POST RETIREMENT	PART TIME	TOTAL
Ewe	2		2		4
Mfantse	3				3
Ga	2			1	3
Twi	1		1		2
Linguistics	3				3
TOTAL	11		3	1	15

Lecturers in the Department undertook some research activities either jointly or individually and presented some of their findings at conferences or published some in peer-reviewed journals. During the year under review, the Department organised a workshop on February 20, 2020 on the theme: Funding Opportunities for Language Related research. The facilitator was Prof. Felix Kofi Ameka, Centre for Linguistics, University of Leiden, Netherlands and was chaired by Prof. Joseph A. Afful, Department of English, University of Cape Coast at the Faculty of Arts Conference Room.

Staff and students of the Department celebrated the International Mother Language Day on February 21, 2020, for the fourth time running. This function was chaired by Prof. D. D. Kuupole and the main speaker was Prof. Felix Kofi Ameka. The programme attracted students who study Ghanaian Language from some selected second cycle institutions in the Central Region.

UNDERGRADUATE PROGRAMMES

The Department offers courses leading to the award of B.A. (Arts) degrees in Akan, Ewe and Ga. Students of BEd in the Faculty of Educational Foundation can select one of the Ghanaian languages as a teaching subject.

For each Ghanaian Language Programme, courses are offered in the following areas:

Language Usage

- Writing skills
- Comprehension
- Translation

Language Structure

- Syntax
- Semantics
- Literature: This covers oral and written literature
- Cultural Studies: This deals with the culture of the speakers of the language and other Ghanaian cultures.

In addition, the Department runs a programme in B.A. Linguistics at all the levels. This programme is designed to prepare students for the study of the linguistics of their respective languages.

GRADUATE PROGRAMMES

The Master of Philosophy (MPhil) Ghanaian Languages Programme has been designed to train capable students of Ghanaian Languages at a higher level for a deeper understanding and appreciation of the Ghanaian Language of their study. It also aims at making the student capable of using the Ghanaian language he/she studies in higher intellectual communication. The programme covers two areas of Ghanaian language studies, namely:

- Language (e.g. Akan/Ewe/Ga)
- Literature (Akan/Ewe/Ga)

STAFF DEVELOPMENT/AWARDS

An Assistant Lecturer, Mr. Benjamin Kubi, has been awarded a scholarship by the University to pursue a part-time PhD programme at the Centre for African and International Studies, University of Cape Coast.

In May 2020, the Department received a donation of office equipment from the Programme Migration and Diaspora (PMD) under the auspices of the Centre for International Migration (CIM) programme, a flagship programme ran by the German Office for International Collaboration (GIZ), Ghana. The equipment included, two (2) desktop computers, one (1) laptop computer, one (1) multipurpose printer, and a projector and its accessories. The donation, which was made as part of a workplace support system given to institutions that have employed Germany-trained returned experts, was facilitated by Dr. Sampson Korsah.

STUDENTS' SUPPORT SERVICES

The Department organised the two (2) mandatory staff-student Consultative Meeting in the academic year (2019/2020). They received advice from Senior Members on academic life, time management, how to prepare for the end-of-semester examinations, and social life on

campus. The Department also organised two seminars for its Level 400 students, one on proposal presentation for their project works and the other on progress report presentation, also on their project work. On either occasion, they received feedback from the faculty, which enabled them to improve the quality of their project works and also to meet deadline of submission.

ACADEMIC PROGRAMMES

New Courses Introduced

The Department, in collaboration with the School of Medical Sciences, has introduced a new course: GHL 102MF – Proficiency in Fante for Medical Students.

FUTURE PLANS

The Department, in collaboration with the Department of Communication Studies, has plans of introducing a programme that links Ghanaian Language with Communication (BA Media and Ghanaian Languages). A four-member committee has been set up to draw the programme, with the hope of starting in the 2020/2021 Academic year.

The Department plans to introduce an MPhil programme in General Linguistics and PhD programme in Ghanaian Languages by next academic year (2020/2021).

The Department is in the process of establishing collaboration and strengthening linkages with the Bureau of Ghanaian Languages and other institution outside Ghana.

DEPARTMENT OF CLASSICS AND PHILOSOPHY

INTRODUCTION

Originally known as the Latin Section of the Department of English when the University was established in 1962, the Department of Classics assumed an autonomous status in 1963. In 1999 the four-year degree programme in Philosophy was added to its existing programme in Classics. The Department then assumed its current designation as the Department of Classics and Philosophy and continues to offer undergraduate and postgraduate programmes in Classical Civilization and Philosophy, leading to the offer of BA and MA/MPhil Degrees respectively.

The students' enrolment is 1012, excluding the "PHL 205: Critical Thinking and Practical" for all Level 200 students in the University which this year increased to over 2500 students per semester. The Department has an internationally recognised journal, Journal of Philosophy and Culture, which is hosted by African Journal Online (AJOL) and Academic Journals.

The journal is indexed on China Knowledge Infrastructure, Asian Digital Library and Publons. It is the vision of the Department to establish PhD programmes in Classics and Philosophy in the next three years. The academic staff of the Department vigorously pursue their teaching and research activities. Staff on the PhD via distance still shoulder more than required teaching load because of the paucity of staff.

The Department is in the process of reviewing its programmes to submit for reaccreditation.

Three programmes for sandwich are to be submitted for take-off next year. Our Department has the potential to contribute more to the visibility of the University than it is currently doing. The major challenge has been the ban on recruiting new lecturers, making it difficult to employ qualified academic staff who have been trained by the Department. Out of an establishment need of 25 lecturers, the Department, which is a twin department, has only 10 with one (1) of the number being on Post-recruitment contract. We hope that once clearance is given for recruitment, we shall augment our numbers with recruits and some sabbatical appointees. In the 2020/2021 academic year, if the Department does not get approval to recruit lecturers, it may have to rest some courses come August 2021 or fall on part-timers who are nonexistent. The Department is preparing to host the 4th Biennial African Philosophy World Conference in 2021 on the theme, “Exploration of Human Nature: Perspectives from African Philosophy”.

VISION

To have a department that is strongly positioned in the teaching of and research in Classics and Philosophy in Ghana and West Africa.

MISSION

- Train and equip students and educators to become steeped in the Liberal Arts education and humanistic tradition through the twin vehicles of Classics and Philosophy.
- Produce students who are appreciative of the values of our shared humanity and develop in them critical and reflective thinking.

DESCRIPTION OF RESEARCH FOCUS

Staff continued to engage in research in their areas of specialisation, and some had publications emerging in reputable journals. The Department’s research focused on Critical Thinking, Applied Ethics, Political Philosophy and Graeco-Roman Civilization will kick off in 2021.

STUDENTS’ SUPPORT SERVICES

Counselling

Within the period under review, much attention was given to the counselling needs of students at the Department. Students were constantly reminded of the availability of such services and the need for them to explore them. Students subsequently met with their counsellors for their various counselling needs which were to the best of our knowledge addressed to the satisfaction of the students. This was much reflected in students’ attitude and behaviour towards studies in the academic year.

PHYSICAL STRUCTURES AND VIRTUAL INFRASTRUCTURE

As part of physical and virtual infrastructure development, the Department is furnishing its offices as well as developing and populating its webpage on the UCC website. The department has procured workstation and swivel chairs for the general office. The general office has been partitioned to offer privacy to administrators and junior staff. Five new desktop computers were procured for use from the Senior Members Welfare Fund. A Historical Board indicating previous heads of department has been made and placed at the General Office.

INTERNATIONAL PARTNERSHIP AND INDUSTRY LINKAGES

Linkage with the International Society for African Philosophy and Studies; Council for Research in Values and Philosophy (RVP) and African Philosophy Society.

ACADEMIC PROGRAMMES (NEW)

Two graduate programmes, MA, MPhil, and PhD in Critical and Creative Thinking and MA, MPhil and PhD in Philosophy, have been submitted for approval. A graduate programme in Classics is currently being prepared for submission.

FUTURE PLANS

Training, recruitment and retention of staff. The department plans to roll out PhD programmes in Classics and Philosophy once staff numbers improve. It is also working on a sandwich programme in Bioethics.

DEPARTMENT OF ENGLISH

INTRODUCTION

The Department of English offers courses leading to BA (English), MA (English Language and Literature-in-English), MPhil (English Language and Literature-in-English) and PhD (English Language and Literature-in-English). The MA English (Sandwich) programme caters for workers and professionals who may not have the opportunity to obtain a graduate degree as full-time students. Further, the Department offers a One-Year Proficiency Programme for Francophone students who wish to upgrade their English language proficiency with a view to studying or working in an English-speaking country.

VISION

To make the Department a Centre of Excellence in teaching and researching in English Language and Literature in English.

MISSION

To produce teachers, lecturers and researchers in the areas of English Language and Literary Studies and to train English Language and Anglophone specialists who can be useful assets to industry, especially in areas like the Media, Business, Law, Hospitality and Tourism, etc.

RESEARCH ACTIVITIES

The research agenda of the Department of English revolves around its core programmes and expertise with the aim of promoting original, individual and collaborative research among faculty and graduate students; Research Groups (RGs) have been formed to attain this broad research agenda. These groups are important in clearly delineating the research foci and strength of an academic department. The Department of English Research Groups (RGs) include academic staff members, research students and research fellows from the department and other departments at UCC (mostly, language-related departments). The research focus of the Department is in the following strands: English Linguistics and Systemic Functional Linguistics, English for Academic and Professional Communication, Discourse Analysis and Corpus Linguistics and African Literature, Post-Colonial Literature, and Masculinities.

STAFF DEVELOPMENT/AWARDS

Two lecturers, Dr. Christabel Aba Sam and Dr. Samuel Kwesi Nkansah, have successfully completed their PhD programmes.

STUDENTS' SUPPORT SERVICES

Job Search and Placement Services

The Department has an Internship Coordinator who issues letters to prospective undergraduate students who wish to embark on internship during the long vacation. We encourage our students to undertake these internship programmes to expose them to the job market. About fifty (50) students applied for internship letters during the long vacation for the 2019/ 2020 academic year.

Students and Staff Engagements

The Department has an open door policy which enables students to approach staff when the need arises. The Department treats students as clients and addresses their concerns promptly. The Department organised two (2) panel discussions, one (1) each for postgraduate and undergraduate students to create a platform for intellectual debate and sharing among lecturers and students. The Department also organised annual lecturer-student consultancy meeting to address various problems confronting students in the academic year.

PHYSICAL STRUCTURES AND VIRTUAL INFRASTRUCTURE

Most Lecturers in the Department have recently been provided with personal computers and printers to help ease the pressure of work.

INTERNATIONAL PARTNERSHIPS AND INDUSTRY LINKAGES

The Department is in partnership with the New Dawn University in Burkina Faso successfully hosted about thirty students from New Dawn within the academic year. Individual Lecturers are also engaging with research collaborators across the world, including territories/ countries such as Hong Kong, Spain, Saudi Arabia, Zimbabwe and the Netherlands. Through its Proficiency in English programme, the Department continues to train international students in the use of English.

ACADEMIC PROGRAMMES INTRODUCED

The Department is doing well in running all existing programmes. New programmes are being considered currently.

FUTURE PLANS

The future plans of the Department include:

- Modifying and updating teaching methods in keeping with current challenges and demands of the teaching of English as a Second Language (ESL) and Literature-in -English.
- Designing multimedia packages, web-based courses and materials for use in language laboratory and lecture rooms.
- Adopting one Junior High School in one of the surrounding communities in the teaching of English Language.
- Establishing a laboratory for corpus-based/driven studies for use by both faculty and students.

DEPARTMENT OF FRENCH

INTRODUCTION

The Department of French is one of the departments in the Faculty of Arts created since the establishment of the University of Cape Coast in 1962. It is located on the first floor of the first block in the Faculty of Arts buildings. Since its inception, the department has been providing the French aspect of the training of:

- Graduate teachers for second cycle institutions, and
- Personnel for commerce, business and academia.

The Department can boast of a distinguished record since 1962. It prides itself as being able to train all of the full-time academic staff currently teaching in the Department.

The Department can also boast of a well-equipped reading room with a computer for postgraduate students and staff, a multimedia room with a satellite dish for students and French Club activities.

VISION

Give greater distinction to the Department as a centre for teaching and research in the area of Francophone studies.

MISSION

Produce, in the area of Francophone studies, educators who are also able to function in other areas of public/professional life.

OBJECTIVES

- Develop in students' sustainable research interests and capabilities for further self-improvement outside of the formal learning situation.
- Undertake outreach and other community programmes, as well as consultancy services.
- Forge links with Francophone African Universities through the Association of African Universities and the French Embassy in Accra, with French Universities.

STAFF DEVELOPMENT/AWARDS

- Mr. Angelinus Kwame Ngedu, a Teaching Associate was given a scholarship to pursue a three-year PhD programme in French at the University of Cape Coast.
- Mr. Mawuyra Gli and Mrs. Anukware A.T. Tchimavor who are assistant lecturers in the Department are pursuing their PhD programme in French at the University of Cape Coast.

STUDENTS' SUPPORT SERVICES

- Counselling

The Department continued to render counselling services to students with regards to their academic activities and future job opportunities.

- Staff-Students' Consultative Meetings were organised to interact with students on issues affecting them and to find solutions to such issues.

PHYSICAL STRUCTURES AND VIRTUAL INFRASTRUCTURE

The Department purchased three (3) Desktop Computers, two (2) Air Conditioners and two (2) swivel chairs. The Department also received four (4) Bluetooth Speakers and Books from the French Embassy as donation.

INTERNATIONAL PARTNERSHIPS AND INDUSTRY LINKAGES

The Department has partnership with Village du Benin, Togo, Université de Ouagadougou, Burkina Faso and Université de Strasbourg in France.

FUTURE PLANS

The Department intends to introduce French Language and Culture course as part of general courses for students reading other programmes.

The Department also intends to develop the Translation Studies Programme to make it a third strand in addition to Language and Literature programmes.

DEPARTMENT OF RELIGION AND HUMAN VALUES

INTRODUCTION

The Department of Religion and Human Values, originally, Department of Religious Studies, is one of the departments of the Faculty of Arts. Created in 1971, it has been turning out graduates some of whom hold positions in government and in civil services in the country. The Department has five areas of specialisation: African Traditional Religion and Societal Values, Bible and Societal Values, Church and Societal, Ethics and Societal Values, Islam and Societal Values, and runs 5 academic programmes: Dip., B.A., MA, MPhil and PhD in Religion and Human Values.

VISION

The Department's vision is to position itself as a centre of excellence in teaching and learning, research, training and application of religion and other human values for personal, national and international life.

MISSION

The Department has as its mission to assist students to develop enquiring minds to dispassionately critique religious issues that confront them in life.

TEACHING AND RESEARCH

The staff members in the Department are research-oriented. This is evidenced by their patronage of the departmental Journal—Oguaa Journal of Religion and Human Values, which is both online and in print. The Vol. 5, Issue 1 of the Journal has just come out.

PROGRAMMES AND STUDENTS' ENROLLMENT

For the just ended academic year (that is 2019-2020), the Department enrolled five hundred and forty-eight (548) students for its five programmes: Dip. - 3, B.A - 505, M.A - 21, MPhil - 14, and PhD - 5; and the courses mounted were 125. These are Diploma - 14, B.A - 66, MA - 24,

M. Phil. - 20, and PhD - 6.

As we were enrolling some to begin the programmes, we were also turning out others. The number we turned out, in the just ended academic year, was 65. The breakdown is as follows:

- Dip. - 3
- BA - 35
- MA - 23
- MPhil - 2
- PhD - 2

STAFF DEVELOPMENT/AWARDS

It is refreshing to note that all the Twelve (12) Lecturers in the Department have their terminal degrees (PhD).

It is also important to note that two (2) of our Teaching Associates have completed their PhDs and have put in applications to become lecturers. The applications are going through the process.

STUDENTS SUPPORT SERVICES

Counselling

Every student in the Department was assigned an Academic Advisor to help him or her with personal and academic problems.

Job Search and Placement Services

Every year, we meet with our final year students concerning job-opportunities that are open to them. Unfortunately, this year's meeting has not yet been done because of the closure of the University as a result of the Covid-19 pandemic.

Staff and Students Engagement

At the beginning of the academic year we had a staff-student meeting where the students, especially the newly-admitted ones were officially welcomed.

The Department could not organise staff-student consultative meeting due to the break of the University as a result of COVID-19

PHYSICAL STRUCTURE AND VIRTUAL INFRASTRUCTURE

The Department was fortunate to be given one office space for one of its Senior Members.

INTERNATIONAL PARTNERSHIPS AND INDUSTRY LINKAGES

The Department is in partnership with the Department of Religious Studies, University of Ilorin in Nigeria and the Department of Religion at the University of Groningen.

ACADEMIC PROGRAMMES

The Department is done with the review of its academic programmes and the documents have been submitted to the National Accreditation Board (NAB) awaiting their response.

FUTURE PLAN

The Department's plans to develop two certificate courses for its sandwich programme, namely, Certificate in Religion and Administration and Religion and Ecology is on course.

DEPARTMENT OF HISTORY

INTRODUCTION

The Department of History is a foundational part of the Faculty of Arts and was established when the University of Cape Coast was founded in 1962. Since then, the Department has graduated many undergraduates, masters and PhD students. It has actively contributed to research on Ghanaian and African and African Diaspora history, and shaped knowledge in the area, including the preparation of the current pre-University history syllabus for Ghana.

VISION

To be nationally and internationally recognised for educating undergraduate and postgraduate history students about the importance of understanding the past in any society, and for teaching them critical, analytical and research skills applicable to numerous potential career paths.

MISSION

To serve the University, Region, and Country through quality teaching/advising, research/creative activity, and outreach/general service.

RESEARCH FOCUS

The Department's Place Names research has not been energised due to the lack of funds. The Department planned to initiate an investigation into the area of repatriation and reparations by proposing an international conference; however, the COVID-19 pandemic made the Department to postpone it to April, 2021.

STUDENTS' ENROLMENT

Regarding teaching and students' enrolment, BA, MA, MPhil and PhD programmes were run. Staff strength of 11 was alright, but it could have been better. Dr. Joseph Kachim was promoted from the rank of Principal Research Assistant to the rank of Lecturer.

STAFFING POSITION

In all, two Associate Professors, two Lecturers, four Assistant Lecturers, one Teaching Associate, and two Part-time Lecturers actively taught during the academic period under consideration. Two Senior Lecturers were on PhD study leave. About 800 students took courses at various levels on the BA programme. MPhil Students are eighteen (18), and PhD Students are eleven (11).

TEACHING

The weekly departmental graduate seminars and public lectures were vibrant. In line with the University's effort to combat COVID-19, lecturers in the Department resorted to online teaching via the UCC Moodle platform. They innovatively used "untraditional" routes like WhatsApp and Facebook to teach. We commend them.

STAFF DEVELOPMENT/AWARDS

Scholarship Awarded to Senior Members for Further Studies

Mr. Adjei Adjepong, an Assistant Lecturer, received a semester residency at NTNU, Norway, through the NORPART exchange programme scholarship scheme between the Department and NTNU. The residency, lasting the entire second semester, was to be used by him to research and add finishing touches to his PhD thesis. Mr. Stephen Osei-Owusu also had a scholarship from Carlton University, Canada, to undertake a PhD study. He has requested for a study leave. Dr. Joseph Kachim won the 2020/2021 AHP Postdoctoral Fellowship.

Capacity Building Training and Workshops for Senior Members

The Department organised a workshop to train Senior Members and administrative staff in the Department about how to populate their profile pages on the Department webpage. The facilitators came from the E-Knowledge section on the University. A Grant Proposal writing workshop was organised under the auspices of the Department and AHP at the Faculty of Arts Conference Room from August 19-20, 2019. Two (2) international AHP senior academics were the facilitators. Dr. Joseph Kachim who participated in it eventually won the prestigious AHP Postdoctoral Fellowship.

Research Grants and other Awards/Prizes Won by Senior Members for the Period Under Review

Under the auspices of a Carnegie Corporation and AHP/ACLS programme on promoting the humanities in Africa, *Boxing is No Cakewalk*, a book by Prof. De-Valera Botchway, the HOD, was launched at the Academy of Arts and Sciences in Accra and the Petroleum Technology Development Fund Auditorium in Abuja.

Additionally, a proposal written during the first semester of the year under consideration succeeded in getting management to approve the transfer a grant of GHC50,000 to the Department for it to use to get equipment to refurbish offices and a Research Common in the Department to enhance research and graduate work.

STUDENTS' SUPPORT SERVICES

Counselling

The academic counsellors in the Department, HOD and Patron of HISA did counsel students on various issues.

Staff and Student Engagements

The Department organised an orientation meeting for new students at the beginning of the year. Staff-student consultative meeting was held and issues concerning the two groups were discussed, clarified and addressed.

PHYSICAL STRUCTURES AND VIRTUAL INFRASTRUCTURE

Physical Structures put up or refurbished

The Department acquired a reading room at the Faculty of Arts for postgraduate students. Plans are underway to furnish it with adequate office equipment and furniture. Two air conditioners were obtained. One was installed in the general office and the other was fixed at a lecturer's office.

ICT Infrastructure and Equipment

The internet connection at the Department was sustained.

INTERNATIONAL PARTNERSHIP AND INDUSTRY LINKAGES

The Department had a meeting with Prof. Phyllis Taoua from University of Arkansas to discuss the possible signing of an MoU and collaboration on an online MA Human Rights programme. The existing partnership with NTNU was invigorated with exchanges of students. One (1) PhD and two (2) MPhil students took residency at NTNU for the second semester on the academic year under consideration. They are to return in June 2020. Our partners in Norway have reported that they have conducted themselves well.

ACADEMIC PROGRAMMES

A proposal for the introduction of postgraduate programmes – Sandwich and Regular – in Historical Studies and Diplomacy and Global Studies was written and submitted to CHLS Board. A proposal for the introduction of three courses at Level 200 was submitted to the Faculty Board. The courses are Historical Praxis and Development, Early Imperial Politics of West Africa, CE 1000–1500 and Colonial and Nation-Building Experiences of the USA up to 1840. It is hoped that the programmes and courses will be sent to the next levels for consideration.

FUTURE PLANS

The plan is to roll out the new postgraduate programmes and undergraduate courses, set up the Research Common and furnish the general office with some new equipment. Additionally, old partnerships with academic and research centres will be strengthened and new ones will be forged. Recruitment of new lecturers and visiting scholars will be pursued.

DEPARTMENT OF MUSIC AND DANCE

INTRODUCTION

The Department of Music and Dance was established in 1975 to help fulfil the artistic and cultural needs of Ghana and Africa as a whole. Currently, the Department offers a Bachelor of Music (BMus) at the undergraduate level as well as MPhil and PhD programmes in Music Theory & Composition, Music Education and Ethnomusicology at the postgraduate level. With a student population of less than hundred students and nine full-time Senior Members (teaching), the Department offers students a unique opportunity to study in a creative environment with an excellent student/staff ratio.

VISION

To provide excellence in Music and Dance education by offering innovative and timely courses and programs, delivered and administered by dedicated and competent faculty and staff.

MISSION

To provide excellence in Music and Dance education by offering innovative and timely courses and programmes, delivered and administered by dedicated and competent faculty and staff.

DESCRIPTION

The Department offers various courses on music theory, music history, music technology, composition, music business, among others, as well as practical courses in instrumental and performance studies such as piano, voice, guitar, brass instruments and the study of African instruments. The Department runs a number of music ensembles, including a popular band, brass band, African dance ensemble, and a choir. It also has a recording studio that has enhanced both undergraduate and postgraduate work and that offers studio services for people within and outside the University community. Each semester, the Department organises musical concerts and staged performances for the University community as well as the larger public.

The Department of Music and Dance collaborates at the national and international levels with a number of partners and institutions. Within the 2019/2020 academic year, a major project was a 2-week workshop for PhD and Master's students as part of the DAAD-sponsored SDG-Graduate School "Performing Sustainability: Cultures and Development in West Africa", a collaboration with the University of Hildesheim, Germany, and the University of Maiduguri, Nigeria.

STAFF DEVELOPMENT/AWARDS

Dr. Eric Debrah Otchere

- Stellenbosch Institute for Advanced Studies (STIAS) Iso Lomso Fellowship (2019 – 2022).
- Mellon Early Career Research Grant - Mapping Musical Diversity in Africa: a MOOC Project under the auspices of the Pan-African Music Initiative (2019 – 2024)

Dr. John-Doe Yao Dordzro

- Andrew-Mellon Post-Doctoral Fellowship, Rhodes University, Grahamstown, South Africa (2019 - 2020).

Mr. Amos Asare Darkwa

- Visiting PhD Scholar, Centre for World Music, Germany (May – July, 2020).

STUDENTS' SUPPORT SERVICES

- There are academic advisors for students at every level in the Department who regularly hold meetings with students and help them navigate through their academic challenges.
- Students of the Department are organised in the Association of Music and Dance Students (AMUDS). Management of the Department meets on a regular basis with the student leadership. In addition, student/staff consultative meetings involving all students and teaching staff of the department are organised every semester.

PHYSICAL STRUCTURES AND VIRTUAL INFRASTRUCTURE

- No physical or virtual infrastructure within 2019/2020. Some refurbishment has been done at the Performance Laboratory.
- ICT infrastructure and equipment: some sound recording equipment and instruments were donated to the Department by the African Footprint International.

INTERNATIONAL PARTNERSHIPS AND INDUSTRY LINKAGES

- The Department is an active member of the Global Network for Higher Music Education (GLOMUS).
- The Department has MoUs with the University of Hildesheim, Germany, and the University of Maiduguri, Nigeria. Together, they run the DAAD-sponsored Graduate School “Performing Sustainability: Culture and Development in West Africa”
- The Department collaborates with the Commission for National Culture on the “Ghana Music Documentation Project”. On request of the CNC, a joint certificate/diploma programme on “Cultural Management” is currently being developed.
- The Department has an MoU with the African Footprint Foundation to engage in programmes and workshops of mutual interest.
- The Department has just completed an MoU with Laney College of the Peralta Community College District (Oakland, USA) to explore international cooperation, education and research in common interest of the two (2) institutions.

FUTURE PLANS

The Department wants to sustain and widen its existing collaborations nationally and internationally and strengthen its ties with key industry stakeholders such as MUSIGA and others. Discussions about possible collaborations on Digital Archiving have far advanced with the International Library of African Music (ILAM) at Rhodes University, South Africa and with the Centre for World Music, Germany. The Department also intends to develop new course offerings at the undergraduate and graduate levels, specifically to develop a programme in Digital Music Production and to widen the scope of its existing Music Business course. A major review of its graduate programmes is currently under way. The Department is also currently working on introducing Certificate and Diploma Courses which will be run on Sandwich basis.

DEPARTMENT OF THEATRE AND FILM STUDIES

INTRODUCTION

The Department of Theatre Studies was established in 2004 and affiliated to the Department of Music. It acquired full Department status in 2008. Film Studies was added in the 2010/2011 academic year. The Department offers excellent programmes in theatre and film at the undergraduate level. Plans are underway to commence a postgraduate programme.

VISION

To develop in students, the creative ability in Theatre and Film Arts, for them to be professionals who shall be devoted to the practices of their chosen professions in ways which contribute to building their society.

MISSION

To train students to think critically and analytically and produce graduate who will contribute to the literary development of Ghana by writing books (both creative and critical) producing, directing plays, and films.

ACADEMIC STAFF

Currently the Department has seven (7) full time academic staff, out of which there is one (1) Associate Professor on post-retirement contract. One is a senior lecturer and five lecturers. Five of the lecturers are PhD candidates. We also have three (3) part-time lecturers, two (2) teaching associates, one (1) graduate assistant and one (1) demonstrator.

STAFF DEVELOPMENT/AWARDS

During the year under review, a member of the academic staff, Ms. Madinatu Bello was granted a scholarship award by the German Development Cooperation (DAAD) to pursue a doctoral programme.

STUDENTS' SUPPORT SERVICES

The Department offers counselling services to the students through an officially appointed Departmental Counsellor. At the same time, we counsel students during our daily interactions, particularly during our many practical sessions. Individual lecturers also provided counselling services to some needy students.

Staff and students hold regular engagement to discuss ways in which teaching and learning can improve and to deal with various challenges regarding the training of the students.

INTERNATIONAL PARTNERSHIP AND INDUSTRY LINKAGES

The Department was able to link-up with Centre for Awareness Global Peace Mission COA FS who sponsored our 2019/2020 first semester academic year theatre season GH¢5,000.00 We renewed a memorandum of understanding signed between the University of Cape Coast and Leibniz University, University of Hannover, Germany. This MoU resulted in a joint international conference that took place at University of Cape Coast. The Department in collaboration with the Ghana Academy of Film and Television Arts (GAFTA) successfully organised an international conference on Free and Responsible Mass Media in Africa in March 2019.

FUTURE PLANS

The Department has recently revised its existing programmes and designed new ones that will go through Academic Board and to the National Accreditation Board. We have started to increase our enrolment of students through the broadening of our catchment areas and expansion of entry requirement. We also have started to improve the status of our training equipment and other facilities.

Our plan is to continue with the expansion to increase enrolment and acquire more equipment and facilities. Plans are underway to tap into resources of growing alumni to support the development of the Department. Ultimately, we plan to be very visible nationally and internationally through our outreach project and collaborations. By doing so, we hope to make the University as a whole very visible.

CONFUCIUS INSTITUTE AT UNIVERSITY OF CAPE COAST

INTRODUCTION

During the year under review, the Confucius Institute at University of Cape Coast (CIUCC) commenced a BA (Chinese) programme. Also, it has introduced 16 Chinese language and Culture outreach courses. The institute currently has 12 Chinese training centres outside UCC campus, two of which are cooperative training programme with Chinese enterprises in Ghana. These 12 teaching centres include University Practice Senior High School, University Primary School, Mfantshipim Senior High School, Cape Coast Technical University, Penuel International School, West End International School, Keda (GH) Ceramic LTD., and QingJian International Development Co. Ltd. Additionally, the institute has already carried out several cultural promotion activities including Spring Festival, Dragon Boat Festival, China Day Celebrations and the Third-Anniversary Celebration which was held on September 24, 2019, at the SMS Auditorium. CIUCC also inaugurated one of three Confucius Classrooms at the University Primary School on November 7, 2019.

VISION

A sustained friendship and co-operation between China and Ghana.

MISSION

To promote educational and cultural exchanges between China and Ghana, to strengthen the existing friendship and promote cultural exchanges between the two countries.

STAFF DEVELOPMENT/AWARDS

A local teacher, Ms. Emelia Ansong, earned a scholarship to pursue a PhD programme at Shanghai University.

STUDENTS' SUPPORT SERVICES

Some counselling and orientation programmes were held including an orientation for freshmen on Chinese language and courses and opportunities offered by the institute, an orientation for BA Chinese students and an orientation on masters programmes in "contemporary China Studies" at the Silk Road College, Renmin University of China for final year students. A student-staff consultation meeting between students of BA Chinese and staff of the institute was also held.

INTERNATIONAL PARTNERSHIPS AND INDUSTRY LINKAGES

CIUCC continues to forge closer collaboration with its partner University, Hunan City University. During the period, the third session of China-Africa Urban Development Forum was held at the University of Cape Coast from October 3-4, 2019 in collaboration with Hunan City University. Also, a meeting of the Board of Advisors of CIUCC was held at Hunan City University on December 6, 2019.

CIUCC continued to collaborate with some Chinese enterprises, notably, Keda (GH) Ceramic LTD., and QingJian International Development Co. Ltd. towards the training of staff and recruitment of graduates. On November 9, 2019, Confucius Institute of University of Cape Coast was invited by the National Commission on Culture to participate in Ghana National Art

and Culture Festival - International Friendship night.

ACADEMIC PROGRAMMES

The BA Chinese programme commenced with the first batch of 31 students admitted for the 2019/2020 academic year.

FUTURE PLANS

In the coming years, CIUCC will continue to increase the number of training centres and adopt innovative approaches to teaching and learning of Chinese language in line with its strategic objectives.



Minister of State in charge of Tertiary Education, Prof. Kwesi Yankah, at Hanban as part of a Delegation of education officials



Central Regional Minister, Hon. Kwamena Duncan (left) reading a citation of honour to the Directors of CIUCC in recognition of their contributions to the promotion of the Chinese language and China-Ghana friendship during the 3rd Anniversary Celebrations



A group photograph of participants and dignitaries at the 2019 China-Africa Urban Development Forum

DEPARTMENT OF COMMUNICATION STUDIES

INTRODUCTION

The Department of Communication Studies came into existence when the then Communicative Skills Unit needed to be upgraded into a department. Since then, the Department has grown steadily and has enlarged its tentacles.

Our areas of focus in research are Communication Theories and Practices, Media Studies and Media Relations, Academic Communication, Health Communication, Broadcast Journalism and Rhetoric. At present, the Department runs Bachelor of Arts (Communication Studies), Master of Arts (Communication Studies) and Master of Arts (Teaching Communicative Skills) programmes in addition to the Communicative Skills course which is pursued by all first-year undergraduate students of the University. Our student population has increased over the years and currently we have 600 students on the Bachelor of Arts programme, and 40 students pursuing our Masters programmes. It is envisaged that our student population will soar in the coming years because the Department has launched a number of outreach programmes and has also established some international collaborations. The Department of Communication Studies can boast of fourteen (14) senior members, two (2) Graduate Associates, Three (3) Administrative Staff, One (1) Messenger/Cleaner and Ten (10) National Service Persons.

VISION

To have a department that is strongly positioned, with communication as its focus.

MISSION

To provide an enabling environment for effective teaching and learning of various aspects of Communication.

STAFF DEVELOPMENTS AND AWARDS

For the 2019/2020 academic year, the Department of Communication Studies, in collaboration with the Erich Brost Institute (EBI) for International Journalism and the Africa Institute for Media, Migration and Development (AIMMAD), all of Germany, organised a three-day UNESCO commissioned migration curriculum workshop for lecturers and students of the Department, which had the Minister of Education, Hon. Matthew Opoku Prempeh as the guest speaker.

STUDENTS' SUPPORT SERVICES

Counselling

The Department has ensured that students at all levels have academic counsellors assigned to them to help them with issues pertaining to their academic advancement.

Job Search and Placement Services

As part of its commitment to ensure students are equipped with the requisite skills required to position themselves well on the job market, the Department has instituted internship schemes with some reputable media houses such as Stratcom Africa, TV3, TV Africa, EIB Network, Mahogany Consults and ATL FM to do internship during school breaks.

Staff and Students Engagements

The Head of Department, during the academic year under review engaged the COMSA executive and class representatives at all levels in a meeting and educated them on the practices of the University such as the channel of communication, leadership, course combination and how to improve their academic performance.

He liaised with the Registration and Examinations Officer to advise and aid students with registration and referral issues.

PHYSICAL STRUCTURES AND VIRTUAL INFRASTRUCTURE

Physical structures put up or refurbished

The Department has acquired new office spaces on the ground floor of the Communal Block and is in the process of renovating them.

ICT Infrastructure and Equipment

The language laboratory at the Amissah-Arthur Language Centre has been refurbished which will enable our students to have practical lessons in the coming academic years.

The Department is currently in the process of procuring cameras and a number of equipment to fill the laboratory. The Department also acquired a new risograph photocopy machine.

INTERNATIONAL PARTNERSHIPS AND INDUSTRY LINKAGES

Higher Education Exchange Programmes and Collaborations with International Institutions

The Department received four (4) students coming from University of Uppsala, Sweden, for a semester exchange programme (August 2019 – December 2019). We also have four (4) MA Communication Studies students currently on a six-month exchange programme at the University of Uppsala, Sweden.

The Department hopes to increase and improve its facilities and staff through linkages with other institutions and mounting of demand-driven programmes such as Diploma Sandwich programmes.

Collaborations with Industry

The Department collaborates with top-notch media houses which include Stratcom Africa, TV3, TV Africa, ATL FM and other FM stations within the Cape Coast Metropolis. Our students were given the opportunity to undergo internship/practical training related to their field of study. The purpose of the internship is to expose students to real work situations to enable them to better appreciate the principles and concepts they are taught in the classroom.

ACADEMIC PROGRAMMES

The Department runs courses in undergraduate and postgraduate programmes during the regular and sandwich periods. Two Master of Philosophy programmes are waiting for approval by the Academic Board.

FUTURE PLANS

The Department has plans of liaising with professional institutions such as Institute of Public Relations for professional programmes for its students. As part of our efforts to reach out to surrounding communities, the Department of Communication Studies anticipates introducing short courses to train persons working in various media institutions within the Central and Western Regions to improve the quality and professionalism of media work.

CENTRE FOR AFRICAN AND INTERNATIONAL STUDIES

INTRODUCTION

The Centre for African and International Studies emerged from the Department of African Studies by transforming and restructuring its programmes. It added graduate programmes (MPhil/PhD in African Studies and MPhil/PhD in International Studies) to the BA African Studies programme in the 2014/2015 academic year in order to give a wider appeal and make research the major focus.

VISION

To establish the Centre for African and International Studies as the flagship research institution for educating students skilled in diplomacy, policy formulation and the design of African solutions to African development challenges.

MISSION

To provide quality undergraduate and graduate courses in areas of African and International Studies.

STAFFING AND STAFF DEVELOPMENT

Faculty members of the Centre have improved upon their statuses and doing well in the area of research and publications. One of the Centre's Principal Teaching Associate, Dr. (Mrs.) Eva Tandoh Quansah was appointed Lecturer after she had completed her PhD in Germany.

An Assistant Lecturer, Ms. Evelyn Adjandeh who has been with the Centre for a year has submitted her PhD thesis for assessment. It is gratifying to note that both of them had their initial training (BA African Studies) from the Centre. Professor Agya Boakye Boaten, Chair & Associate Professor of Africana and Interdisciplinary/International Studies, of the University of North Carolina, Asheville, USA; joined the Centre as a Fulbright Scholar. His stay in Ghana had to be cut short as a result of the COVID-19 pandemic and, he had to leave for the USA. However, he organised his courses online till July. The Junior Assistant Registrar of the Centre, Mr. Joseph Obeng organised a workshop on Office Practices and Filing System for the General Office Staff. Two of our Faculty Members who have served in various positions in the University, Prof. W. K. Yayoh and Mr. Douglas Frimpong-Nnuroh and a clerk at the General Office, Ms. Felicia Arthur, retired from active service in July 2020. The Centre is grateful to them for the services that they have rendered to the Centre, the University and Ghana as a whole, and wishes them well in all their endeavours.

COMMUNITY SERVICES

Two (2) lecturers, Prof. W. K. Yayoh and Dr. Emmanuel Saboro served on the National Council for Curriculum and Assessment (NaCCA) which was mandated to the New Standard Based Curriculum for History and Social Studies by the Ministry of Education (MoE). Prof. W. K. Yayoh, served as the team leader for History. He also delivered lectures to District Directors of Education across the country and trained Basic 1-6 teachers on the use of the new Standard-Based curriculum in the Volta and Greater Accra Regions.

THE CENTRE'S RESEARCH FOCUS

The Centre's research agenda aims at protecting and preserving Ghana's indigenous knowledge systems. This includes a project named "the Ghana Diaspora Project on Enslavement".

Dr. Alex J. Wilson, Mr. Douglas Frimpong-Nnuroh, Dr. Eva Quansah and Mr. Joseph Obeng have started working on the documentation of Intangible Cultural Assets. They have started discussions with the University Librarian in this regard. Hopefully, a Memorandum of Understanding will be signed between the Centre and the Sam Jonah Library in this regard. Dr. Mrio Nisbett, Mr. Frimpong Nnuroh and Dr. Alex Wilson have put together aspects of PANAFEST/Year of Return Colloquium, Exhibition and Pilgrimage together.

STAFF AWARDS AND GRANTS

Dr. Emmanuel Saboro has won two (2) grant awards which the Centre will partner. These include the British Academy Writing Workshop Award (£19,545 as Co-I) for Decolonising Trafficking and Modern Slavery and Authorship and Agency in Narratives of Slavery in Ghana (Danish Research Council Grant, 2020). Dr. Saboro is a co-collaborator in the British Academy Writing Workshop Award. This grant was awarded to five scholars to organise a workshop in Ghana. The workshop was initially slated for September this year but because of the COVID-19 pandemic, it has been rescheduled for September 2021. The project brings together early career scholars and senior scholars from Ghana, Brazil, and the UK for a three-day residential writing workshop to develop a theoretical and conceptual capacity to contribute to 'decolonise trafficking and modern slavery'. The other project is on Authoring Slavery. This project is a collaboration between Danish and Ghanaian researchers within an international network. The project group consists of four researchers based in Ghana and five in Denmark working through a series of seminars and events in both countries. It investigates the question of how

authorship and political agency complement each other in narratives of slavery in Ghana. The project will cover a period of 3 years between 2020 and 2023 with series of activities both in Ghana and Denmark.

STUDENTS' ACADEMIC ACTIVITIES AND AWARDS

Students' activities in the Centre are of prime importance to the development of the Centre. The centre increased its enrolment figures and offered counselling services to its students. The students continued to excel in academic work and won awards.

STUDENTS' ENROLMENT

In 2018, the Centre set a target of increasing enrolment of Level 100 students by 20% per annum through rigorous sensitisation of Senior High Schools students in and around Cape Coast about the programmes and courses in the Centre. Through these, its enrolment rose from 199 undergraduate students to 240 (95 at Level 100, 84 at Level 200, 34 at Level 300 and 27 Level 400) and 54 graduate students.

STUDENT SUPPORT SERVICES

The counselling services provided to students at the Centre continue to be the best as students attest to this. These are aimed at making students clients and partners satisfied by promoting the Centre's activities.

Staff-Students Consultative Meetings took place in the first semester. In the Second Semester, there was Staff-Student Consultative Meetings for graduate students but that scheduled for undergraduate students could not take place because in the second week of March 2020, educational institutions were closed down as a result of the COVID-19 pandemic.

ACADEMIC ACTIVITIES

The annual fieldwork for Level 300 students of the Centre which provides our students with practical experience in ethnographic data collection took place after some few challenges took place at Kormantse. Thirty-one (31) Level 300 students of the Centre participated in the programme.



MPhil Students of CAIS at Kormantse

STUDENT AWARDS

Students from the Centre continue to receive local and international awards and scholarships. Two graduate students of the Centre, Ms. Mawukplorm Harriet Abia Adjahoe, and Ms. Naa Korkor Leyoo Watson-Korko have been awarded a scholarship by the German Academic Exchange Service (DAA) and the Federal Ministry for Economic Cooperation and Development (BMZ). Another student, Mr. Mark Anthony Allonga received an award of scholarship worth GH¢15,000 per year from the GNPC Foundation for his PhD programme. Faculty and students are motivated by these awards and are putting in their best to ensure a higher completion rate for our graduate programmes.

INFRASTRUCTURE

After the School of Business had moved to its new building, their offices in the Communal Block were given to the Department of Communications, so that the Centre could occupy the offices vacated. This paved the way for more offices for the Centre.

INTERNATIONAL PARTNERSHIP

Our Centre continues to have strong partnerships with a number of universities, including University of Limerick in the Republic of Ireland, Grand Valley State University of the USA and Bucknell University, also in the USA.

Plans are advanced for more collaborations with Washington Lee University. The students will take courses in African Studies and other disciplines in UCC. Initial talks for collaboration with Virginia Wesleyan University have started.

DONATIONS

The Centre received book donations from a number of philanthropists. Among them were those from Prof. Bridget Sackey (420), Prof. Edmund Abaka (4) and Dr. Samuel Okyere (10). The Centre and the University have sent letters of gratitude to these donors.

CHALLENGES

In spite of the success story of the Centre it also has a number of challenges. These include the following:

Inadequate Funding and Staffing

- Inadequate funds for teaching and learning resources and inadequate staff continue to affect us.
- Another major problem is inadequate funds for organising the annual field work practicum for Level 300 students.

FUTURE PLANS

As soon as the pandemic stalls, all discussions and activities of the Centre will continue. More efforts will be put in place to attract visiting scholars to enhance the visibility of the Centre and build more capacities for research, teaching and community services.

INFORMATION LITERACY SKILLS UNIT

INTRODUCTION

Information Literacy Skills Unit is a Unit in the Faculty of Arts.

VISION

To establish and maintain an academic Unit that is strongly positioned to equip students with the requisite information literacy skills for life-long education.

MISSION

To teach students to know when and where information is needed, where to find it and how to evaluate, use and communicate it in an ethical manner.

A DESCRIPTION OF RESEARCH FOCUS

The research agenda of members of the Unit are as follows:

- how the teaching of Information Literacy Skills could be strengthened
- the use of electronic resources by students of all categories
- the impact of studying Information Literacy Skills on the performance of past students at their work places and
- the challenges of library users in terms of access to information resources.

Students' Enrolment: Average of 2,500 students per semester

Staffing Position: 15 (staff of the Library System of UCC)

Development in the Unit: Upgrading of the Unit to Departmental Level.

STAFF DEVELOPMENT/AWARDS

Two workshops were held for staff in the Sam Jonah Library.

STUDENTS' SUPPORT SERVICES

- Counselling: Eight (8) staff were appointed as Academic Advisors, and during the period under review, students were advised accordingly.
- Staff and Students Engagements: The Unit operates with twenty-four (24) groups, staff and students' engagement was done at group level frequently.

FUTURE PLANS

- The Unit wants to start a Diploma in Information Studies (Sandwich) programme. The proposal is with the National Accreditation Board (NAB).
- The Unit is working on the first Degree and second Degree versions on the above programme.
- To recruit permanent staff for the Department.
- To recruit staff with terminal degrees.
- To get staff with PhD on board.

FACULTY OF LAW

INTRODUCTION

The Faculty of Law is one of the Faculties in the College of Humanities and Legal Studies. Established in 2011. The Faculty has been departmentalized along functional lines namely: Department of Legal Studies for undergraduate programmes, Department of Legal Extension, Centre for Legal Research, Department of Advanced Legal Studies, and the Law Library and Information Centre.

VISION

To be a worldwide – acclaimed law Faculty of excellence for teaching and research in legal studies.

MISSION

To produce well-trained law graduates and competent researchers to provide valuable services to the legal sectors of Ghana, and the International Community.

CORE VALUES

The Faculty is driven by three core values in its teaching, research, community engagement and other activities. These values are:

- Integrity
- Service
- Diligence

MANAGEMENT OF THE FACULTY

- Dean - Dr. Peter A. Atupare
- Vice-Dean/Coordinator - Mr. Constantine K. M. Kudzedzi
- Faculty Officer - Mrs. Sophia A. Abnory

RESEARCH FOCUS

The Faculty of Law has a Centre fully committed to researching current law related issues with the view to developing appropriate legislative and policy responses to social issues. The theme for the Faculty's research agenda is "Legal Issues in Health, Development and Environment". The Faculty has also developed a new University of Cape Coast Law Journal (UCC Law Journal). The UCC Law Journal aims to contribute to legal education in Ghana and internationally through peer review scholarly research.

TEACHING

Lecturers are encouraged to teach in such a manner as to motivate students to be engaged in critical thinking and practical activities by linking theory with practice.

COURSES

In addition to the traditional law required courses, the Faculty has distinguished itself from other law faculties in Ghana by offering unique elective courses such as Sports Law, Local Government Law, Medical Law, Educational Law and Petroleum Law. The Faculty also requires students to take a course titled, Professional Development throughout their Degree programme from which they will receive a separate certificate upon graduation.

STUDENTS' ENROLMENT

The Faculty currently has a student population of approximately Two Hundred and Eighty-Six (286).

- Level 100 = 77
- Level 200 = 83
- Level 300 = 64
- Level 400 = 62

STAFFING AND POSITION

Academic staff strength during the year under review stands at fifteen (15) made up of two (2) Senior Lecturers, five (5) Lecturers, three (3) Assistant Lecturers, (2) Part Time Lecturers and one (1) Teaching Associate, and two (2) Graduate Assistants. The Faculty has Eleven (11) non-teaching staff, made up of one (1) Assistant Registrar (Faculty Officer), five (5) Senior Staff and five (5) Junior Staff.

DEVELOPMENTS IN THE FACULTY

Linkages/Collaborations

During the year under review, the Faculty was engaged in worthwhile activities that linked it with other sister Faculties, both within and outside Ghana namely: GIMPA, KNUST, Ghana School of Law, Kings University College, University of New Hampshire, Lancaster University College, and Franklin Pierce Centre for Intellectual Property and Campbell University of Raleigh, North Carolina, USA.

Short Courses

The Faculty of Law has set up a committee to develop short courses at the Faculty. The courses include: Corporate Governance, Corporate Social Responsibility, Environmental Law, Public Health Law/Medicine, Corporates Finance/Securities Regulations, Fundamentals of Company, Insolvency/Bankruptcy, Insurance, Fundamentals of Contract, Procurement and Contract Management, and Alternative Dispute Resolution.

Annual Roll Call Ceremony

At the beginning of the academic year, the Faculty held its annual Roll Call ceremony on Wednesday, 16th October, 2019 at the School of Medical Sciences Auditorium. The purpose of this ceremony was to induct the fresh students into the Faculty and impress upon the importance of adhering to the core values of the Faculty.



The Law Challenge Quiz Competition

The Faculty of Law participated in the maiden edition of the Law Challenge-Ghana Quiz competition. The competition took place from October 21 - 25, 2019. The Faculty of Law was represented by James Otoo, Nicholas Nyantakyi and Benedicta Mensah. There were six (6) Law Faculties which participated in the competition. The Faculty of Law at end of the competition became the first runner-up. Assorted books and a trophy were represented to the Faculty, while a cheque of Two Thousand Ghana Cedis (GH¢ 2,000.00) was presented to the contestants. The competition was a good learning experience and exposure for the contestants and the Faculty.

Jurists' Confab

For the 2019/2020 Jurists Confab could not be organised due to the Covid-19 pandemic virus in the system.

STUDENTS' SUPPORT SERVICES

Counselling

Academic Advisors have been assigned to students at all levels to enable them to discuss their social, and academic challenges and counsel them accordingly.

PHYSICAL STRUCTURES AND VIRTUAL INFRASTRUCTURE

Physical structures put up or refurbished

The Faculty is accommodated by the Faculty of Social Sciences Building ground floor where the administrative office is and the C. A. Acquah Building Complex where the lecturer's offices and lecture rooms are. The faculty is currently working on getting its own permanent structure.

Law Library and Equipment

The library received stocks:

Titled "Contemporary trends in the Law of Immovable Property in Ghana "Children before the Courts in Ghana: towards Child-Friendly Justice."

ICT Infrastructure and Equipment

The Faculty of Law has refurbished its library which is located at the second floor of the Sam Jonah Library with ultra-modern equipment and updated collections. Some of them include: CCTV Cameras, Automated Biometric Door, Air-conditioners, Computers, Scanners and Photocopiers.

INTERNATIONAL PARTNERSHIPS AND INDUSTRY LINKAGES

Higher Education Exchange Programmes and Collaborations

During the year under review, the Faculty engaged in worthwhile activities that linked it with other sister Faculties, both within and outside Ghana namely: GIMPA, KNUST, Ghana School of Law, Kings University College, University of New Hampshire, Lancaster University College, and Franklin Pierce Centre for Intellectual Property. In addition, the Faculty of Law is in collaboration with University of Johannesburg, Faculty of Law, through a memorandum of understanding initiated exchange programmes and scholarships schemes for its students, teaching, and non-teaching staff. The Dean of the School of Law, Campbell University, also visited the Faculty to hold discussions on possible collaborations between the two Faculties. Currently, twenty-

two (22) students and Lecturers of Campbell Law School are on a comparative law study programme at the Faculty of Law, University of Cape Coast.

Collaborations with Industry

The Faculty is in collaboration with the Judicial Service, Attorney General's Department and Commission on Human Right and Administrative Justice (CHRAJ). They assist in legal research, case summaries and the drafting of legal opinions. An additional internship programme has also been developed and students serve Supreme Court Judges as clerks during the long vacation.

ACADEMIC PROGRAMMES

New Courses Introduced

4-year LLB programme for Senior High School (SHS) graduates and Diplomats

Aim and Focus on Quality Professionals

- Well-trained lawyers and solicitors to occupy various positions in public institutions, ministries, statutory corporations, companies and the like to work towards national development.
- Legal scholars and researchers to meet the needs of Ghana and the international community.

CHALLENGES

The Faculty of Law will need an office space and lecture halls to accommodate students, teaching and non-teaching staff. The following are some of the challenges:

- Human Resource- teaching and non-teaching staff.
- Space for office and lectures own building.
- Transportation and communication facilities.

FUTURE PLANS

It is the fervent hope of the Faculty to obtain a permanent site for its activities.

CONCLUSION

The Faculty of Law continues to pursue its primary objective of teaching, research and extension services. There are a number of collaborations and memoranda of understanding that are on-going with both local and foreign institutions. We hope that the MoU and collaborations will enhance teaching and research that will benefit our students, staff, and the collaborating institutions.

FACULTY OF SOCIAL SCIENCES

INTRODUCTION

The Faculty of Social Sciences is one of the eighteen (18) Faculties/Schools in the University. The Faculty has four Departments, an Institute and a Centre, namely:

- Department of Geography and Regional Planning
- Department of Hospitality and Tourism Management
- Department of Population and Health
- Department of Sociology and Anthropology

- Institute for Oil and Gas Studies
- Centre for Gender Research, Advocacy and Documentation (CEGRAD)

VISION

To become a Faculty with innovative approaches to teaching, research and outreach.

MISSION

To provide opportunities for staff and students to be creative and responsive to national and international needs and aspirations.

DESCRIPTION OF RESEARCH FOCUS

The main research areas of the Departments/Institute/Centre which are of relevance to the Sustainable Development Goals (SDGs)s include the following:

- Conflict, peace and development
- Gender, development planning and management
- Energy and sustainable development
- Hospitality service operations and management
- Hydrology and coastal systems management
- Migration, refugees and development
- Population, environment and development
- Gender, sexual and reproductive health
- Tourist behaviour, experiences and impacts

STUDENT ENROLMENT

Number of Undergraduate Students

The total number of regular undergraduate students in the Faculty for the 2019/2020 academic year is 2,635. Out of this figure 1,543 are males and 1,092 are females. Sandwich undergraduate students of the Faculty are 241, made up of 157 males and 84 females.

Number of Postgraduate Students

The Faculty has 120 regular postgraduate students made up of 80 males and 40 females and 116 sandwich postgraduate students (89 of this number are males and 27 of them are females).

STAFF STRENGTH

Number of Teaching Staff

The Faculty has 66 teaching staff comprising five Professors, five Associate Professors, twenty-nine Senior Lecturers/Senior Research Fellows, twenty-five Lecturers/Research Fellows and two Assistant Lecturers.

New Appointments

Five new Lecturers and a Research Fellow were appointed into the Faculty during the academic year under review:

- Dr. Listowel Ferka - Department of Population and Health
- Dr. Mabel Anim - Department of Geography and Regional Planning
- Dr. David Nii Baah Buxton - Department of Geography and Regional Planning

- Dr. Dorothy Takyiakwaa - Department of Sociology and Anthropology
- Dr. Saibu Mutaru - Department of Sociology and Anthropology
- Dr. Amanda Odoi – CEGRAD

Number of Non-Teaching Staff

The Faculty has three non-teaching Senior Members comprising of one Assistant Registrar, one Junior Assistant Registrar and one Accountant.

STAFF DEVELOPMENT/AWARDS

During the year under review, two Associate Professors of the Faculty were promoted to the position of Professor, they are:

- Professor Kwaku A. A. Boakye - Department of Hospitality and Tourism Management
- Professor Augustine Tanle - Department of Population and Health

Three Lecturers were also promoted to the rank of Senior Lecturer:

- Dr. Daniel Fiaveh, - Department of Sociology and Anthropology
- Dr. Kingsley Adjei - Department of Sociology and Anthropology
- Dr. Thomas Kolawole Ojo - Department of Geography and Regional Planning

In addition, two (2) Assistant Lecturers were upgraded to Lectureship position after successful completion of their PhD programmes. They are:

- Dr. Evelyn Addison-Akotoye - Department of Hospitality and Tourism Management
- Dr. Gerald Attampugri - Department of Geography and Regional Planning

STUDENTS' SUPPORT SERVICES

Two (2) major events were organised for students during the period under review:

- 2019 Dean's Award was held on October 9, 2019 at the School of Medical Sciences Auditorium.
- A seminar for final year students of the Faculty on the theme 'Corporate Transitioning - Innovation, Creativity and Entrepreneurship (ICE 2020)' was held on March 4 and 5, 2020 at the Main Auditorium, University of Cape Coast.

FUTURE PLANS

The Faculty, in collaboration with relevant stakeholders, has initiated the process to develop additional career-oriented and demand-driven programmes in the Departments and the Institute.

INSTITUTE FOR OIL AND GAS STUDIES

INTRODUCTION

The Institute for Oil and Gas Studies was established in 2013, with the goal of building capacity in the oil and gas sector through teaching, research and outreach for the efficient management of petroleum resources, revenues, and the environment.

VISION

The vision of the Institute's mission is to become a leading institute of learning, teaching, and

research in oil and gas management in Ghana, as an institute of choice, offering unique and innovative programmes to advance knowledge in oil and gas management in collaboration with public and private institutions, locally and internationally.

MISSION

The Institute aims to equip students with the requisite knowledge in oil and gas operations, oil revenue management, and petroleum trading and risk management for the efficient management of activities in the industry.

ACADEMIC PROGRAMMES

The Institute for Oil and Gas Studies currently runs one regular programme and three sandwich programmes:

- MPhil Oil and Gas Resource Management (regular)
- MBA Oil and Gas Management (sandwich)
- MSc Oil and Gas Resource Management (sandwich)
- MA Communication in Oil and Gas Management (sandwich)

NEW ACADEMIC PROGRAMMES

The Institute for Oil and Gas Studies, in partnership with the UCC/GNPC Professorial Chair in Petroleum Commerce, has developed the following new postgraduate programmes, awaiting approval from the Academic Board of the University:

- MSc in Petroleum and Energy Studies
- MPhil in Petroleum and Energy Studies
- PhD in Petroleum and Energy Studies

RESEARCH GRANTS

- Co-Investigator (with Prof. Kate Hampshire, Durham University, UK; Dr. Heather Hamill, Oxford University, UK; Dr. Elizabeth David-Barrett, University of Sussex, UK; Professor Graeme Ackland, University of Edinburgh, UK; Dr. Edmund Chattoe-Brown, University of Leicester, UK; Mr Michele Castelli, Newcastle University, UK; Dr. Gerry Mshana, NIMR, Tanzania; Daniel Amoako-Sakyi, SMS-UCC). Strengthening private-sector medicine systems to tackle the persistence of poor-quality medicines in Africa: a proof-of-concept study (Funded by Medical Research Council, UK-2020-2021). Value of Award: GB£ 200,000.00.
- Co-Investigator (with Prof. Kate Hampshire, Durham University, UK; Prof. Abert Abane, UCC; Dr. Samuel Asiedu Owusu, UCC; Dr. Alistair Munthali, University of Malawi; Dr. Elsbeth Robson, University of Hall, UK; Dr. Kassahun Alemu, University of Gondar, Ethiopia; Dr. Michele Castelli, University of Newcastle, UK; Dr. Adetayo Kasim, Durham University, UK; Dr. Nasima Akhter (Durham University); Ms Nuzhat Choudhury (ICDDR, Bangladesh). Factors influencing community health workers' effectiveness in Ghana, Malawi and Ethiopia. (Funded by Save The Children, UK-2019-2020). Value of Award: GB£84,639.00.
- Principal-Investigator (with Dr. Samuel Asiedu Owusu, Directorate of Research, Innovation and Consultancy-DRIC, UCC) Final Evaluation of the Green Skills for Ghana Project. Commissioned by Plan International, Ghana, with funds from the European Union (October to December, 2019). Value of Award: GH¢ 72,000.00.

- Co-Investigator, Research project on Development of Oil and Gas Industry Local Content Policies in Ghana: Lessons and Learning from UAE. In partnership with Zayed University (Award Number: 19069). Value of Award AED 144,700.

CENTRE FOR GENDER RESEARCH, ADVOCACY AND DOCUMENTATION

INTRODUCTION

The Centre for Gender Research, Advocacy and Documentation (CEGRAD) is a non-teaching Centre established in the University of Cape Coast on August 1, 2013 with the mandate to undertake Research, Advocacy and Outreach on gender issues. The setting up of CEGRAD was in response to internal and external commitments of creating a conducive working environment, which recognises equal opportunities for Faculties, Staff, and Students. CEGRAD operates under two key departments: Research and Documentation and Outreach and Advocacy which support the Director in the delivery of its mandates, mission and vision.

VISION

To create a safe, creative and inclusive space where gender and women's rights are fully protected.

MISSION

To engage in theory and practice to position the University of Cape Coast as a leader in gender equality and women's rights within the academy and beyond.

FACULTY POSITION AND DEVELOPMENT

- Dr. Georgina Yaa Oduro - Director
- Dr. Samuel Agblorti - Coordinator, Research and Documentation
- Dr. Theresa Addai Mununkum - Coordinator, Outreach and Advocacy
- Dr. Amanda Odoi - Research Fellow

DESCRIPTION OF ACTIVITIES

The activities presented here cover CEGRADs engagement between August, 2019 and March, 2020. The presentation is organised along three key lines: staff development and awards, support services, and International Partnerships/Linkages with Industry.

STAFF DEVELOPMENT

- CEGRAD recruited additional Affiliates from most of the colleges within the University. It had an interaction with these Affiliates to deliberate on their roles and ways to improve on their contributions to the centre in October, 2019.
- Two project assistantship position were secured for a research fellow and administrative assistant at CEGRAD.
- A Principal Research Assistant completed her PhD and was upgraded to a Research Fellow.

RESEARCH GRANTS AND AWARDS WON BY SENIOR MEMBERS AT CEGRAD

- Mixed Race Ghanaians: Identity, Belongingness and Transnational Family Networks (CODESRIA Meaning Making Research Initiative [MRI] Project, Value: 35,000 dollars).
- Towards a Framework for Mainstreaming Refugee Assistance into Local Development in Refugee Hosting Communities (DRIC Research Award, Value: 30,000 Ghana Cedis).

SUPPORT SERVICES

This section addresses support offered by CEGRAD to students and faculty of UCC during the period under consideration.

FACULTY AND STAFF SUPPORT

- CEGRAD was involved in UCC Training and Development Section's training workshop for Teaching Assistants on December 3, 2019.
- CEGRAD featured at the UTAG Symposium on Sexual Harassment held on November 22, 2019.
- CEGRAD was involved in Department of Population and Health Stakeholders' Meeting on proposed programmes for Master's and PhD programmes in Sexual and Reproductive Health Rights and Epidemiology on November 14, 2019.
- CEGRAD facilitated one of UCC's Training and Development Section's training workshop for Hall Assistants on November 13 and 14, 2019.
- CEGRAD organised Gender Issues and Feminist Research Methodologies Workshops in partnership with the School of Graduate Studies, University of Cape Coast and the University of Birmingham (UK) for Faculty on October 8, 2019.
- CEGRAD facilitated one of UCC Training and Development Section's orientation for National Service Personnel in September, 2019.

STUDENTS' SUPPORT SERVICES

- Gender Issues and Feminist Research Methodologies in partnership with the School of Graduate Studies, University of Cape Coast and the University of Birmingham (UK) for Graduate students, October 3, 2019.
- Nkrumah Hall Women's Desk week celebration workshop on Introduction to University of Cape Coast Sexual Harassment Policy, October 2019.
- Pax Romana UCC Chapter workshop on Sexual Harassment and Its Implications on The University Campus, September 2019.
- Oguaa Hall Women's Desk week celebration workshop on Dealing Gender-Based Violence and Sexual Harassment, September, 2019.
- Camplife Titbits facilitators and students' orientation workshops held on the August 19-22 and August 29 and 30, 2019 respectively.
- Centre for Coastal Management sexual harassment training for its International and Ghanaian graduate students in August, 2019.

INTERNATIONAL PARTNERSHIP AND LINKAGES WITH INDUSTRY

- The Central Region Gender Department's Girls Educational Career Coaching on August

22, 2019 and in March 2020.

- The Central Region Gender Department's Male School on Gender Equality (SGBV and SRHRs) held on December 3, 2019 at the Ghana Education Staff Institute, Saltpond.
- Sixteen days of activism against gender-based violence in partnership with the Central Region Gender Department, November 25 to December 10, 2019.
- National Girls in ICT day held at the New Examination Centre (NEC) on November 4, 2019.
- Hosted Dr. Kate Skinner of the Centre of Anthropology and African Studies of the University of Birmingham to a Public lecture entitled: 'Contesting Child Maintenance in Ghana: Some contemporary and historical perspectives', at the Faculty of Social Sciences, University of Cape Coast on October 9, 2019.
- Equal Opportunities in Higher Education Partnership for Institutional Change (EQUIP) inception workshop at Freie Universität Berlin, October 20 – 25, 2019.
- High Level Meeting with M/MDCEs, MDCDs, CSOs, FBOs and Regional Heads of Departments on Gender Equality, ASRH and SGBV on building the participants capacity on addressing issues affecting women and children at the Banquette Hall, Central Regional Coordinating Council (CRCC) on September 4, 2019.

FUTURE PLANS

- The Centre through its EQUIP project hopes to develop short Gender based training programmes for staff of the University and beyond.
- Development of a Gender Policy for the University.
- Review of the University's Sexual Harassment Policy.

APPENDIX: PICTURES OF ACTIVITIES

Staff Development and Support



Affiliate Interaction (left) and Training for Hall Assistants (left)

International Partnership and Linkage with Industry



*EQUIP workshop at Freie Universität Berlin,
October 20 -25, 2019 Left and Girls and ICT Workshop, Right*

Student Support



Gender and Feminist Methodology workshop (Left) Camp-Life Tidbits Facilitators Training (Left)

DEPARTMENT OF GEOGRAPHY AND REGIONAL PLANNING

INTRODUCTION

The Department of Geography and Regional Planning started in 1962 as the Department of Geography. Following the introduction of the Tourism and Population and Family Life Education programmes in 1996, the name was officially changed to the Department of Geography and Tourism. From the 1996/97 to 2008/2009 academic years, the Department offered three separate degree programmes namely: BSc (Tourism), BA (Social Sciences with specialisation in Geography) and BA (Population and Family Life Education).

In 2004, the Department initiated plans to restructure its programmes in response to current national needs and global challenges. As part of the exercise, two separate Departments were created out of the original Geography and Tourism, namely, Department of Hospitality and Tourism Management and the Department of Population and Health. The new Geography and Regional Planning Department now runs both undergraduate and graduate programmes.

At the undergraduate level, the Department offers courses leading to the award of three types of degrees: i. BSc Geography and Regional Planning ii. BA Social Sciences and iii. Diploma in Transport and Road Safety Management (Sandwich). In addition, the Department offers a Master of Arts (MA), Master of Philosophy (MPhil) and Doctor of Philosophy (PhD)

in Geography and Geography and Regional Planning at the post graduate level. This is in addition to two sandwich programmes: MSc Land Policy and Administration and MSc Disaster Risk Management offered by the Department.

VISION

To be recognised as a centre of excellence in the Faculty of Social Sciences in teaching and learning and outreach in Geography and Regional Planning as important disciplines capable of contributing to contemporary issues on the physical environment, spatial planning, population, health and development.

MISSION

Significantly contribute to the University of Cape Coast's mission of being the 'University of choice' in Ghana by producing high calibre educators, facilitators, and researchers in Geography, Regional Planning and related areas.

ACADEMIC PROGRAMMES

- B.A. (Social Sciences) with Geography
- BSc Geography and Regional Planning
- MPhil Geography and Regional Planning
- PhD Geography and Regional Planning
- MA Disaster Management (Sandwich)
- Diploma in Transport and Road Safety Management (Sandwich)

STUDENTS' SUPPORT SERVICES

On the student front, The Youth Mappers collaborated with the International Institute for Tropical Agriculture (IITA) funded by USAID to collect three levels of data including Farmer profiling, Field validation of farm dimensions and mapping of all selected communities and farms using Open Street Map in three (3) selected northern regions. Additionally, five (5) members of the group won travel grants to Ivory Coast to attend the "World Bank Understanding Risk" Conference and the "State of the Map Africa" Conference. Another won a travel grant to attend Humanitarian OpenStreet Team (HOT) Conference in Heidelberg, Germany. The Department also organised two (2) Staff-Students Consultative meetings at which key issues bordering on student's welfare were discussed.

The Department is part of a DAAD-sponsored interdisciplinary Graduate School "Performing Sustainability. Cultures and Development in West Africa", a collaborative training network for postgraduate students by the University of Hildesheim (Germany), the University of Maiduguri (Nigeria) and the University of Cape Coast (Ghana). The initiative is funded by the German Academic Exchange Service (DAAD) and focuses on innovative research that brings together approaches from performance, arts and culture to bear on sustainable development as defined in the UN Sustainable Development Goals (SDGs). The participating Departments from UCC are Department of Geography and Regional Planning, Department of Music and Dance, and the Institute for Development Studies.

INTERNATIONAL PARTNERSHIPS AND INDUSTRY LINKAGES

In the year under review, new alliances were fostered with some academic institutions including

the Department of Geography, Binghamton University, New York and Institute of Development Studies, University of Nairobi. Plans are far advanced to have an MOU signed between Binghamton and UCC while a joint proposal submitted with University of Nairobi has won a VREF's Mobility and Access in African Cities (MAC) small grant project.

As part of its bid to engage industry, the department has signed a MoU with the Environmental Protection Agency (EPA) and collaborated with the Land use and Spatial Planning Authority (LUSPA) to celebrate the 2019 GIS Day which fell on November 13, 2019. Other industry players who joined in the celebrations to herald the day were the Ghana National Fire Service and National Disaster Management Organisation (NADMO). Over the year under review, the GIS unit also collaborated extensively with the Ghana Statistical Service (GSS) in preparation for the 2020 National Census. Two members of faculty were directly involved in the preparation of digital enumeration area maps for the upcoming census. Three other members including one graduate student were trained by the World Bank in collaboration with the GSS on automated map creation using the Python programming language. Furthermore, five academic staff were supported by the department to attend the American Association of Geographers meeting in Washington DC in April 2019.

FUTURE PLANS

The Department looks forward to rolling out its Post-Diploma programme in Transport and Logistics Management programme (Sandwich), which has been forwarded to the Academic Board. Furthermore, the department plans to develop short courses in GIS, Remote Sensing and Development Planning for public sector organisations especially in districts in and round the Central and Western Regions. Also, the department is set to collaborate with public, private sector organisations and some communities in Central Region to support and enhance departmental teaching and research agenda.

DEPARTMENT OF HOSPITALITY AND TOURISM MANAGEMENT

INTRODUCTION

The Department of Hospitality and Tourism Management runs a blend of academic and professional courses in both Hospitality Management and Tourism Management at the Bachelors, Executive Masters, MPhil, and PhD. In the period under review we climaxed our 10th Anniversary Celebration with a banquet dinner.

VISION

To become a centre of excellence and scholarship in hospitality and tourism in Africa.

MISSION

To provide a broad-based training in hospitality and tourism management that produces self-confident, ethical, innovative and self-reliant graduates for management careers in the Hospitality and Tourism industry.

STAFFING

Our present workforce comprises 11 senior members (1 professor, 2 associate professors, 3

senior lecturers and 5 lecturers), 1 Research Associate, 5 Senior Staff and 5 Junior Staff.

STAFF DEVELOPMENT/AWARDS

The Department supported three (3) lecturers to attend the underlisted international conferences:

- World Summit on Nutrition Attitude Change as measured by Argumentation style in an Online Nutrition, Obesity, Dietetics and Eating Disorders, Madrid, Spain, November 27 – 28, 2019.
- International Research Symposium at the University of Surrey, United Kingdom, September 2 - 4, 2019.
- United Nations World Tourism Organisation. 1st Regional Congress on Women Empowerment in the Tourism Sector– Focus on Africa, Accra International Conference Centre, November 25 – 27, 2019.

STUDENTS' ENROLMENT

Students' enrolment for the 2019/2020 academic year stands as follows:

- | | | |
|--|---|-----|
| • PhD Hospitality | - | 12 |
| • PhD Tourism | - | 7 |
| • MPhil Hospitality | - | 12 |
| • MPhil Tourism | - | 9 |
| • Executive Masters (Hospitality and Tourism) sandwich | - | 9 |
| • BSc Hospitality | - | 267 |
| • BSc Tourism | - | 110 |
| • Post-Diploma (Hospitality and Tourism) sandwich | - | 13 |

STUDENTS' SUPPORT SERVICES

- To enhance the practical skill sets of our students, the Department supported the Banqueting and Catering Class to organise a banquet dinner to climax our 10th anniversary celebration.
- Also, a training workshop on soft skills was organised for the students.
- Though academic counsellors were not appointed during the period under review, lecturers addressed numerous cases categorized as academic, psychological and in some cases, physiological.
- One staff-student consultative meeting was held and was a well-patronised event where we shared ideas and clarified issues to the student body.
- The Department is in the process of reviewing its existing curricula with inputs from industry players.

PHYSICAL STRUCTURES

The Department continues to seek support to refurbish the hanging floor in the cafeteria building to help ease its acute accommodation challenges. Other projects include the refurbishing of HOST restaurant and the second phase of providing a parking space and shade for vehicles at the Department.

INTERNATIONAL PARTNERSHIPS AND LINKAGES

- Cape Peninsula University of Technology: This agreement is still in its formative stage as the MOU is still being fine-tuned at the higher levels.

- University of Lausanne, Switzerland: We are also in the process of firming up our partnerships with University of Lausanne, Switzerland by signing Memoranda of Understanding mainly to govern research and student/faculty exchange.
- French Embassy, Ghana: The Department has entered into preliminary discussions with the French Embassy, Ghana on possible areas of collaboration.
- The partnership with - DFW (Germany): The first phase of a three-year exchange project on Sustainable Tourism Development started in November, 2019 with fifteen students and two faculty visiting our department. The second phase, where eighteen students and two faculty members visit Germany was supposed to commence in April, 2020 but has been postponed due to COVID-19.
- The University of Girona (Spain): The Department continued its partnership with the University of Girona (Spain) and participated in the Erasmus Mundus Motilities Programme. During the period under review 2 Senior Members from University of Girona were to visit the Department for 3 weeks in June but their trip is postponed due to COVID-19.
- Collaboration with KEEA: The first phase of the Elmina Tourism Improvement Project currently being undertaken with the Komenda Edina Eguafo Aberem Municipal Assembly has successfully ended and plans are underway to commence Phase 2. The Department is almost on the verge of commencing Phase II of the Tourism Improvement Project.
- Partnership with Industry: Our existing relationships with major industry players such as Coconut Grove Hotels, Elmina Beach Resort, Samrit Hotel and the Tour Operator's Union of Ghana have been cemented with the signing of a standard MOU. A committee has been established to explore and institutionalized relationships with other industry players particularly those in Accra, Kumasi and Takoradi. The department is partnering the Ghana Tourism Federation (GHATOF) in two projects on COVID-19 and the tourism industry: webinar series and a research.

FUTURE PLANS

- The Department is designing short certificate courses and training workshops for industry practitioners.
- We intend to re-introduce the Departmental and Inter-departmental research agenda.
- We will continue with an aggressive effort to brand the Department and make it more visible and relevant to the academic community and more importantly, industry players in Ghana. To this end, we have laid out plans to conduct cutting edge research on the tourism /hospitality industry in Ghana and disseminate the findings both in our journal and news conferences. We hope to also continue with our conference and engage in organising training programmes for industry as part of our visibility drive as well as means of generating IGF. We have also instituted an industry engagement committee to embark on this drive.
- We also look forward to bolstering our relationship with our alumni by inviting some of them as guest speakers.
- We plan to complete refurbishment and re-equipment of our restaurant for it to serve as a full- teaching restaurant for both service management and food production courses.

DEPARTMENT OF POPULATION AND HEALTH

INTRODUCTION

The Department of Population and Health offers undergraduate and graduate degree programmes in aspects of population science and social dimensions of health.

VISION

To have a Department that is highly regarded for its academic excellence in Population and Social Dimensions of Health.

MISSION

To produce high calibre educators, facilitators and researchers in the areas of Population Science and Social Dimensions of Health.

DESCRIPTION OF RESEARCH FOCUS

The broad research areas of the Department are Adolescent Sexual and Reproductive Health; Gender, Health and Development; Health Inequalities; Health Policy and Planning; Indigenous Knowledge in Population and Health; Behavioural Change Communication; Maternal Morbidity and Mortality; Population Ageing; Health Promotion; Child Health and Nutrition; Population Movements; Social dimensions of HIV and AIDS; Emerging and Re-emerging Diseases; and Urban Studies.

STUDENTS' ENROLMENT

Students' enrollment in the Department for the 2019/2020 academic year is as follows:

- Undergraduate Students - 154
- MPhil Students - 20
- PhD Students - 44

STAFFING

The Department has

- Senior Members - 12
- Senior Staff - 3
- Teaching Associates - 2
- Junior Staff - 1
- Part-time Graduate Associates - 2

STUDENTS' SUPPORT SERVICES

The Department office and individual lecturers provide counselling for students when the need arises.

INTERNATIONAL PARTNERSHIP AND INDUSTRY LINKAGES

Collaborations with International Institutions

The Department is working on a potential collaboration with the University of Maryland, College Park, for Global Classroom Initiative Programme.

The Department in a partnership with UNFPA/UNICEF is working on baseline study for empowering adolescent girls through improved access to comprehensive sexuality education and right.

ACADEMIC PROGRAMMES

- B.A. Population and Health
- MA Population and Health (Regular, Sandwich)
- MPhil Population and Health
- PhD Population and Health

The Department is developing two new post graduate programmes:

- MPhil/PhD in Public Health (Sexual and Reproductive Health and Rights)
- MPhil/PhD in Public Health (Epidemiology and Biostatistics)

FUTURE PLANS

- The Department proposed to the Training and Development Section of the University to organise training on e-learning platform for academic senior members next semester.
- The Department plans to actively seek collaboration with a Foreign University in the area of co-teaching and staff and students exchange programme.

DEPARTMENT OF SOCIOLOGY AND ANTHROPOLOGY

INTRODUCTION

The Department offers regular and sandwich programmes at the undergraduate and postgraduate levels. At the undergraduate level, Sociology forms part of the BA (Social Sciences) degree programme within the Faculty of Social Sciences. In addition, the Department mounts a B.A (Anthropology) degree programme. At the postgraduate level, the Department offers MA, M.Phil and PhD. programmes in Sociology. With the sandwich mode, the Department offers Diploma and Post Diploma programmes in Social Behaviour and Conflict Management as well as an M.A programme in Sociology of Peace and Security.

VISION

The Department seeks to maintain, consolidate and further strengthen its position as a centre of excellence and scholarship in the teaching of Sociology and Anthropology as Social Sciences and as a centre of research into relevant societal socio-cultural issues

MISSION

Produce graduates who are adequately equipped with critical and analytical skills in order to meet the educational, administrative and other human resource needs of the country as well as provide resource extension and consultancy services to the Ghanaian community in its areas of competency

ACADEMIC PROGRAMMES

- B.A. (Social Sciences) with Sociology
- B.A. (Anthropology)
- M.A. Sociology

- MPhil Sociology
- PhD Sociology
- MA Peace and Security (Sandwich)
- Dip. in Behaviour and Conflict Management (Sandwich)
- Post Dip. in Behaviour and Conflict Management (Sandwich)

RESEARCH GRANTS/AWARDS

- Dr. Daniel Yaw Fiaveh: CO PI: ISSWSH Research Grant (06/2020). Principal Investigator (PI): Anthony Senanu Agbeve (MPhil Student)— "Sexual and Reproductive Health Education among Rural Families in Ghana: A Study in Adaklu, Volta Region" (\$3,500). Ongoing.
- Bukari, K. N., Ametefe, R., Yahaya, B., & Bukari, S. Award of Research Support Grant (RSG) by DRIC, UCC for research on Exploring Drivers of Political Vigilantism in Ghana. Ongoing.
- One Ocean Hub: Ocean Governance, Social Resilience and transformative Justice. This is a collaborative project between the University of Cape Coast and the University of Strathclyde Centre for Environmental Law & Governance in the U.K. The Department of Sociology and Anthropology is actively involved in this research with two of its faculty members namely Dr. Georgina Yaa Oduro and Mr. John Windie Ansah working as Co-Investigators. Ongoing.
- Principal Investigator (Dr. Georgina Yaa Oduro): Mixed Race Ghanaians: Identity, Belongingness and Transnational Family Networks – 2018 to 2020 (CODESRIA Meaning Making Research Initiative [MRI] Project, Value: 35,000 dollars).
- Co-Investigator (Dr. Georgina Yaa Oduro): Towards a Framework for Mainstreaming Refugee Assistance into Local Development in Refugee Hosting Communities (DRIC Research Award, Value: 30,000 Ghana Cedis).
- Co-Investigator (Dr. Georgina Yaa Oduro): Multi-Country and Multi- Disciplinary Research Project on the Health of the Ocean known as the 'One Ocean Hub' Research Project led by the Centre for Environmental Law, University of Strathclyde, UK (GCRF/UKRI, Value: 20 million pounds - from 2019 - 2024).
- Knowledge, attitudes and practices related to antimicrobial use in the layer poultry production system in Dormaa Municipality of Ghana, FAO, GCP/GLO/710/UK, funded by UK Government Fleming Fund: Dr. Eric Koka; National Social Scientist: FAO, Ghana.
- Reaching adolescents with health services: a multi-country study of adolescent health check-ups in low- and middle-income countries Phase 1' (Intervention Development) Funded by World Health Organisation (WHO) Dr. Eric Koka; Lead Investigator, Cape Coast, Ghana.
- Improving the experiences of severe stigmatising skin diseases in Ghana and Ethiopia. Host Institution in Ghana: Noguchi Memorial Institute for Medical Research, Legon. Funded by National Institute for Health Research (NIHR), UK. Dr. Eric Koka: Social Scientist (Collaborator).

SCHOOL FOR DEVELOPMENT STUDIES

INTRODUCTION

The School for Development Studies (SDS) is one of the youngest Schools under the College of Humanities and Legal Studies. Formerly the Institute for Development Studies, the SDS gained the status of a School in December, 2017.

VISION

To be a School of Excellence in development research, consultancy, teaching, documentation, and policy outreach.

MISSION

The School shall be a development think-tank and first point of call for local and international development researchers and practitioners, and development educators.

RESEARCH ACTIVITIES, TEACHING AND OUTREACH PROGRAMMES

Trent in Ghana Programme

As part of the collaboration between the SDS and Trent University, Canada, the School hosted fourteen (14) level 300 Canadian students and three (3) Ghanaian graduates. This programme affords Canadian students the opportunity to study with their Ghanaian counterparts to learn at first hand topics about Ghana and Africa as a whole. It also enables the students to engage in developmental projects and have hands-on experience by interning with Non-Governmental Organisations. For the year under review, the programme commenced in August 2019 and was scheduled to have ended in April, 2020 but ended in March, 2020 due to the Corona Virus pandemic.

STAFF DEVELOPMENT/AWARDS

Promotions (Teaching Staff)

During the period under review, one Research Fellow was promoted to the rank of Senior Research Fellow.

PHYSICAL STRUCTURES AND VIRTUAL INFRASTRUCTURE

The School has two buildings which serve as offices, lecture theatres, conference room, library, and a computer laboratory.

INTERNATIONAL PARTNERSHIPS AND INDUSTRY LINKAGES

The School has functional Linkages with the following Institutions:

- Trent University, Canada
- Lakehead University, Canada
- International Centre for Decent Work, Kassel University, Germany
- Trades Union Congress
- Global Communities
- Ghana Labour College
- Ghana National Peace Council
- United Nations Development Programme, Ghana

FUTURE PLANS

The School has proposed to build an academic facility to accommodate the increasing demand for office space. It also has plans to have an annual publication titled “Development in Focus” which will focus on developmental issues in Ghana.

DEPARTMENT OF ENVIRONMENT, GOVERNANCE AND SUSTAINABLE DEVELOPMENT

INTRODUCTION

The Department of Environment, Governance and Sustainable Development was established in August 2018 after the then Institute for Development Studies became the School for Development Studies, University of Cape Coast, Ghana. The Department has a dynamic, vibrant and highly stimulating teaching and research environment which is achieved through a blend of high quality multi-disciplinary staff and students who are committed to learning and self-discovery. The department envisions to champion international and national environmental and governance concerns for sustainable development. It hopes to achieve the vision through teaching, research and outreach programmes that build the capacities of staff, students and the general public through a number of strategies including:

- developing partnership with industry players, especially those related to environment, governance and sustainable development.
- promoting multi-disciplinary curriculum development that addresses emerging environment and governance issues in Ghana; and
- providing students with community-based research and outreach opportunities to meet the environmental needs of the country.

ACADEMIC PROGRAMMES

The Department runs the following career-oriented sandwich programmes at the postgraduate level.

- MA Democracy, Governance, Law and Development
- MA Governance and Sustainable Development
- MA Environmental Management and Policy

STAFFING POSITION

The Department currently has a total of six (6) Senior Members made up of one (1) Professor, three (3) Senior Research Fellows, and two (2) Research Fellows. They are supported by two (2) Chief Research Assistants and two (2) Administrative staff.

STUDENTS’ ENROLMENT

The Department continues to run the three sandwich programmes. The enrollment for the 2019/2020 academic year is stated below:

Programme	2019/2020 Academic Year
MA Environmental Management Policy	05
MA Governance and Sustainable Development	14
MA Democracy, Governance, Law and Development	08

ONGOING PROGRAMMES

The development of the following new programmes are far advanced:

- MPhil in Environment and Development
- PhD in Environment and Development
- MPhil Governance and Sustainable Development
- PhD Governance and Sustainable Development

FUTURE PLANS

Preparation on the institutional survey on the Quarry Industry is on-going.

The Department intends to run the four new postgraduate programme in the 2021/2022 academic year.

DEPARTMENT OF INTEGRATED DEVELOPMENT STUDIES

INTRODUCTION

The Department of Integrated Development Studies is a new Department under the School for Development Studies. It started operation in August 2018. The Department runs MPhil and PhD programmes in Development Studies and boasts of faculty members with many years of research and teaching experience in poverty analysis, rural development, mining and development, urban waste management, development management, and informal economy.

VISION

To become a department of excellence in development research, teaching, and outreach toward problem solving and national policy-making.

MISSION

To generate relevant development information and produce graduates that are equipped to assess information, make independent judgements and objectively contribute to national policy.

RESEARCH AGENDA

The current research agenda of the department focuses on the roles of intellectualism in national development and leadership for development. Beyond this, our faculty members undertake research in mining, political vigilantism, social networks, urban development, and financial literacy, among others. We believe in development policies and programmes that are informed by robust development research and, therefore, welcome development partners, academics, researchers, governmental and non-governmental organisations and policy makers to collaborate with us in this endeavor.

STAFFING POSITION

The Department currently has a total of six (6) Senior Members made up of a Professor, two (2) Associate Professors, two (2) Senior Research Fellows, a Research Fellow, and a Senior Administrative Assistant. Unfortunately, two of our Professors are leaving the institution because they will be 65 years this year.

STUDENTS' ENROLMENT

Student enrollment for the 2019/2020 academic year is stated below:

Programme	2017/2018 Academic Year
Regular Programmes	
PhD Development Studies	7
MPhil Development Studies	20

INTERNATIONAL PARTNERSHIPS AND INDUSTRY LINKAGES

The School for Development Studies, for which the Department of Integrated Development Studies is part, has a standing collaboration with Development Partners, governmental and non-governmental organisations. The school has also signed a Memorandum of Understanding with the Trent University of Canada and the International Centre for Development and Decent Work, University for Kassel. The collaboration with these universities has offered benefits and many opportunities for PhD and post-doctoral Scholarships, funding support for local postgraduate research, staff exchanges, support for international comparative researches, conferences and publications.

ACADEMIC PROGRAMMES

The existing programmes are:

- PhD Development Studies
- MPhil Development Studies

Newly Developed Programmes

The underlisted career-oriented and academic programmes have been submitted to the University Academic Board for consideration.

- MA/MPhil/PhD in Social Policy Studies
- MA/MPhil/PhD in Public Sector Management

DEPARTMENT OF LABOUR AND HUMAN RESOURCE STUDIES

INTRODUCTION

The Department of Labour and Human Resource Studies (DOLAHRS) has been in existence since August 1, 2018 and is located within the School for Development Studies (SDS) in the College of Humanities and Legal Studies, University of Cape Coast. The core mandate of the Department is to direct a research agenda and academic programmes at the postgraduate level, in the specialised field of labour and human resource studies.

VISION

To be a-world-acclaimed centre of excellence for postgraduate teaching and research on labour and human resource studies.

MISSION

To achieve scholarly excellence through research that impacts the world of work; education that transforms learners; and knowledge transfer that dare to offer credible alternatives to mainstream development theory and practice.

DESCRIPTION OF RESEARCH FOCUS

The research activities of the Department focuses on labour and human resource issues in development studies. Specific research interests include the following:

- Gender and Labour Rights
- Trade Union Governance and Democracy
- Entrepreneurship Development
- Equity at the Labour Front
- Labour Standards Application
- Organising Informal Economy Workers
- Decent Work in Agricultural Value Chains
- Social and Voluntary Work

STAFFING POSITIONS

Name	Position
• Dr. Angela D. Akorsu	- Senior Research Fellow (Head of Department)
• Prof. Akua O. Britwum	- Associate Professor
• Mr. Benjamin Yaw Tachie	- Research Fellow
• Dr. Shaibu Bukari	- Research Fellow
• Dr. Musah Dankwah	- Research Fellow

STAFF DEVELOPMENT/AWARDS

Capacity Building

- Conference on Workers' Education and Employment Relations, Michael Imoudu National Institute for Labour Studies in Ilorin, Nigeria - November, 2019.
- 10th Edition of ITUC- Africa New Year School, Togo - February 2020.
- Research training for early career faculty and National Service Persons, September, 2019

Research Grant

Bureau for Workers' Activities (ACTRAV) Regional Office for Africa of the ILO, funding for the Department's Curriculum Development Workshop, October 2019.

INTERNATIONAL PARTNERSHIP AND INDUSTRY LINKAGES

Higher Education Exchange

The Department hosted a visiting lecturer from the University of Kassel, Germany, February, 2020.

COLLABORATION WITH INDUSTRY

The Department has collaborations with:

- Bureau for Workers' Activities (ACTRAV) Regional Office for Africa of the ILO.
- Trades Union Congress, Ghana.
- ITUC-Africa .

ACADEMIC PROGRAMMES

The Department is in the process of developing:

- MPhil/PhD in Labour Studies
- Five Short courses on:
 - » Organising and Representing Informal Workers
 - » Participation in Gender Analysis for Labour Advocacy
 - » International Labour Standards and Labour Laws
 - » International Trade and Investment for Trade Union Advocacy
 - » Capacity Building for Labour Researchers

FUTURE PLANS

The Department plans to:

- Enhance faculty/student mobility in both directions with partners abroad.
- Institutionalise departmental faculty seminars.
- Develop an agenda for engaging policymakers, labour unions and society.
- Organise a workshop on grant-making for faculty members.
- Utilise e-learning avenues for the teaching of the short courses.

DEPARTMENT OF PEACE STUDIES

INTRODUCTION

The Department of Peace Studies is one of the four newly created Departments in the School for Development Studies, College of Humanities and Legal Studies, University of Cape Coast. The main focus of the Department is teaching and researching in the specialised areas of peace, security, justice and development. As a department, we place emphasis on the intricate relationship between peace and development by educating students and engaging with policymakers to create the context for a peaceful and just society that facilitates development. DPS through the regular and sandwich programs produces skilled professionals in conflict prevention, management, resolution, transformation and peacebuilding.

VISION

Our vision is to be a premier department for knowledge production and dissemination in the field of peace, security, justice and development.

MISSION

Our mission is to offer quality research, teaching and capacity training in the specialised field of peace, security, justice and development to students and other stakeholders as well as to foster peace and security through research, teaching, and other outreach activities in Ghana and across Africa.

STAFF DEVELOPMENT

Three members of the Department are pursuing PhD programmes, both locally and internationally.

COURSES/TEACHING

Department of Peace Studies(DPS) runs the following postgraduate programmes:

Regular/Full time

MPhil (Peace and Development Studies)

Sandwich

MA (Peace and Development Studies)

STUDENT ENROLMENT

MPhil	-	1 st Year = 8 students	2 nd Year = 2 students
MA	-	1 st Year = 8 students	2 nd Year = 12 students

STUDENTS' SUPPORT SERVICES

The Department has academic counselors who provide counseling services for students on both academic and non-academic issues.

STAFFING

The staff strength of DPS is eight, made up of the following ranks:

- Senior Research Fellow - 3
- Research Fellow - 2
- Assistant Research Fellow - 1
- Principal Research Assistant - 1
- Principal Administrative Assistant - 1

ACTIVITIES

The Department undertook the following activities:

- Organised mediation training programme for student leaders in University of Cape Coast.
- Formalised relationship with the National Peace Council in research.
- Developed a new programme in Politics, Peace and Security.
- Developed short courses in Conflict Management.
- Working on a book titled 'Building Sustainable Peace in Ghana'.

FUTURE PLANS

The Department intends to undertake the following research activities on:

- Chieftaincy conflict in Ghana.
- The resilience factors on contributing to peaceful elections in Ghana.
- Developing a Conflict-Development Report for Ghana (2020) – UNDP.
- Voting shifts and patterns in Ghana: Implications for the 2020 elections.
- Partnership with United Nation Development Programme (UNDP) and the National Peace Council (NPC) to develop a digital conflict map for Ghana.

SCHOOL OF BUSINESS

INTRODUCTION

The School of Business is one of the Faculties/Schools under the College of Humanities and Legal Studies (CHLS) in the University of Cape Coast. The School has five (5) Academic departments, a Centre and two Units as follows:

- Academic Departments
 - » Department of Accounting
 - » Department of Finance
 - » Department of Human Resource Management
 - » Department of Management
 - » Department of Marketing and Supply Chain Management
- Centre
Centre for Entrepreneurship and Small Enterprise Development (CESED)
- Units
 - » Professional and Management Development Unit (PMDU)
 - » University of Cape Coast Business Incubator (UCCBI)

VISION

To be the best Business School in Africa

MISSION

The School of Business is a centre of excellence, providing high quality teaching, research and outreach in business and allied disciplines.

CORE VALUES

Reliability: To be trusted and dependable.

Integrity: To demonstrate professionalism in every undertaking.

Good Governance: To promote transparency and accountability.

Honesty: To be truthful and ethical in all endeavour.

Teamwork: To work collectively to accomplish established objectives.

MANAGEMENT OF THE SCHOOL

- Dean - Prof. John Gartchie Gatsi
- Vice –Dean - Dr. (Mrs.) Elizabeth Annan-Prah
- Faculty Officer - Ms. Gladys Attah-Gyamfi
- Head, Department of Accounting - Rev. (Dr.) George Tackie
- Head, Department of Finance - Prof. Anokye Mohammed Adam
- Head, Department of Human Resource Management - Dr. (Mrs.) Rebecca Dei Mensah
- Head, Department of Management- Dr. Abraham Ansong
- Head, Department of Marketing & Supply Chain Management - Prof. Daniel Agyapong
- Director, Centre for Entrepreneurship - Dr. (Mrs.) Mavis Benneh Mensah

and Small Enterprise Development

- Co-ordinator, University of Cape Coast - Dr. Edward Nii Amar Amarteifio
Business Incubator (UCCBI)
- Faculty Registration and Examinations- Dr. Andrews Agya Yalley
Officer
- Co-ordinator, University-wide Course - Dr. (Mrs.) Keren Naa Abeka Arthur
in Entrepreneurship

STUDENT ENROLMENT

For the period under review, the School had student enrollment of three thousand, nine hundred and eight-two (3,982). The breakdown according to departments and programmes was as follows:

Bachelor of Commerce	Dept. of Accounting	Dept. of Finance	Dept. of Human Resource Mgt.	Dept. of Management	Dept. of Marketing & Supply Chain Mgt.	Centre for Entrepreneurship & Small Enterprise Development
REGULAR						
Level 100	328	104	134	125	179	-
Level 200	292	121	110	123	133	-
Level 300	283	146	95	166	165	-
Level 400	290	120	75	132	126	-
MCom	20	26	2	15	26	-
MBA	2	1	5	-	6	-
MSc/MPhil	-		-	9	42	-
SANDWICH						
Level 350	-	-	-	4	-	-
Level 375		-	-	9	-	-
Level 400	-	-	-	13	-	-
Level 800	41	21	48	-	-	-
Level 850	27	38	30	24	6	5
Level 875	28	27	38	23	3	6
MSc	-	-	-		190	-
Total	1311	604	537	643	876	11

The Centre for Entrepreneurship and Small Enterprise Development (CESED) also ran the University-wide course in Entrepreneurship (ENT 302 – Introduction to Entrepreneurship) for the Level 300 students of the University. The number of students who took the course was 862 Level 400 School of Business students and 3,401 Level 300 students. The School also had seventeen (17) students enrolling on the PhD (Business Administration) programme, and twenty-one (21) students were in their second year.

STAFF STRENGTH

The School had total staff strength of ninety-three (93) for the period under review. This consisted of fifty (50) senior members - teaching, two (2) senior members - non-teaching, twenty-five (25) senior staff and sixteen (16) junior staff. One faculty member at the Department of Finance, Dr. Otuo Serebour Agyemang, passed on in February, 2020 after a short illness.

PROFESSIONAL DEVELOPMENT

The Professional and Management Development Unit (PMDU) of the School of Business organised a two (2)-day training programme for Administrators in the School and other faculties within the University from November 27 - 28, 2019.

STUDENTS' SUPPORT SERVICES

Internships

Students were given the opportunity to undergo internship/practical training related to their field of study. The purpose of the internship was to expose the students to real work situations to enable them to better appreciate the principles and concepts that they are taught in the classroom.

Dean's Award 2019

The 2019 Dean's award ceremony was held on September 19, 2019 at Auditorium 900 (C. A. Ackah Lecture Theatre Complex) for students who obtained a CGPA of 3.6 and above. In all, three hundred and eight (308) students were awarded for their outstanding performance. The School received sponsorships from ATL FM, ICAG, CIPS, CIMA, and EPP Book Services. A former Regional Audit Director at Barclays Africa Group Ltd., Mr. Felix Quaiocoe was the Guest Speaker at the Ceremony. Special awards were presented to deserving students, and a cocktail was organised for the awardees in the evening at the School of Business Guest House.

Staff and Students Engagements

The School organised two (2) Staff/Students Consultative meetings during the 2019/2020 academic year. Staff and students discussed pertinent issues concerning the departments and the School in general.

ACHIEVEMENTS OF THE SCHOOL

Tertiary Business Sense Challenge

The School participated in the second edition of the Tertiary Business Sense Challenge. The week-long inter-tertiary business quiz, spearheaded by the Graphic Communications Group Limited (GCGL) was climaxed on March 7, 2020, with UCC School of Business placing second.

PHYSICAL STRUCTURE

The School of Business moved into its new Building Complex in November, 2019.

INTERNATIONAL PARTNERSHIPS AND INDUSTRY LINKAGES

The School of Business continues to work to sustain its international partnerships with institutions like the Bonn Rhein-Sieg University of Applied Science (BRSU), and BEM Management School, Senegal.

The School of Business has been collaborating with the Bonn-Rhein-Sieg University of Applied Sciences (Germany) to implement a 3.5-year project funded by DAAD, dubbed “Building Expertise and Training for Growth in the Consumer Goods and Food Processing Industry in Ghana (BET-Ghana). A joint capacity building workshop and conference was held in Germany, from March 16 - 21, 2020 to kick start the project.

The Centre for Entrepreneurship and Small Enterprise Development (CESED) organised its 2nd Biennial Cape Coast Entrepreneurship Stakeholders Forum on October 31, 2019 on the theme: “Entrepreneurship Education and Training: A Catalyst for Youth Empowerment and National Development”.

The Department of Human Resource Management, in collaboration with the Institute of Human Resource Practitioners, Ghana (IHRMP) organised its maiden colloquium on February 26, 2020, on the theme “The Role of Human Resource Management in the New World of Work” Departments in the School were able to liaise with other professional bodies in running both professional and academic programmes. The School also had collaborations with the underlisted professional bodies and institutions:

- Chartered Institute of Procurement and Supply, Ghana (CIPS)
- Association of Chartered Certified Accountants (ACCA)
- Institute of Human Resource Management Practitioners, Ghana (IHRMP)
- Chartered Institute of Management Accountants, Ghana (CIMAG)
- Institute of Chartered Accountants, Ghana (ICAG)
- Cape Coast Regional Chamber of Commerce and Industry
- Chartered Institute of Logistics and Transport (CILT)
- Ghana Institute of Freight Forwarders (GIFF)

ACADEMIC PROGRAMMES

During the year under review, the Academic Board of UCC granted approval for the delivery of the PhD (Business Administration) programme at the Ghana Technology University College (GTUC) campus, Accra. Eighteen (18) faculty members of GTUC have enrolled on the programme.

The School of Business developed new programmes. Three (3) of them have been approved by the Academic Board, and Eight (8) of them are yet to be approved by the Academic Board. The School of Business is collaborating with the Faculty of Arts to run BCom (Management with French) and BCom (Human Resource Management with French). The programme documents are yet to be tabled at the College of Humanities and Legal Studies (CHLS) Board for approval.

FUTURE PLANS

- The School is in the process of exploring international institutions that can grant the School of Business international accreditation. A committee has been put in place for that purpose.
- The School is also in the process of establishing a Students’ Welfare Fund.
- The School will develop more career-oriented programmes.
- The School will start a Skills Training Programme for all level 400 students of the School of Business during the 2020/2021 academic year.

CENTRE FOR ENTREPRENEURSHIP AND SMALL ENTERPRISE DEVELOPMENT

INTRODUCTION

The Centre for Entrepreneurship and Small Enterprise Development (CESED) was established in September, 2014, as part of the consolidation of efforts by the School of Business of the University of Cape Coast (UCC), to promote entrepreneurship teaching, research and practice. This report covers activities of the Centre and its two units, namely the Entrepreneurship Education and Training (EET) Unit and the University of Cape Coast Business Incubator (UCCBI). The following are the vision and mission statements of the Centre:

VISION

To be a global leader in stimulating and championing entrepreneurial thinking and action.

MISSION

To develop and support entrepreneurial thinking and practice through education, training, research and enterprise development.

Academic staff of the Centre carried out a number of research activities in line with the Centre's research focus, namely entrepreneurship education and training, business incubation, entrepreneurial finance and eco-entrepreneurship. The research activities yielded a total of six publications in local and international refereed journals such as the Journal of Small Business and Enterprise Development, the Journal of the Knowledge Economy and the Journal of Business Ethics. Student enrolment into entrepreneurship-related programmes and courses, for the academic year, stood at a total of 4,276. This was made up of two PhD students, 11 MBA/MCom (Entrepreneurship and Small Enterprise Development) students, 862 Level 400 business students and 3,401 Level 300 students who took the University-wide entrepreneurship course.

STAFF DEVELOPMENT/AWARDS

Academic and administrative staff of CESED participated in several capacity building workshops, conferences and seminars organised within and outside the University. Under the leadership of Prof. Rosemond Boohene, a three and half-year project partnership agreement worth 640,000.00 Euros was signed between the University of Cape Coast (UCC), Ghana and the Bonn-Rhein-Sieg University of Applied Sciences (BRSU), Germany, on the theme: "Building Expertise and Training for the Consumer Goods and Food Processing Industry in Ghana" (BET-Ghana).

STUDENTS' SUPPORT SERVICES

The UCCBI offered mentorship support and entrepreneurial training to students with viable business ideas and to student-led businesses. Through such support, ten students from the University were awarded scholarship under the BET-Ghana project to undergo training in Germany in February, 2020. In addition, three students won 5000.00 USD each at the 2019 YISD Challenge in Accra.

The Ministry of Business Development tasked the UCCBI to organise training for entrepreneurs

in the Central Region who had applied for training and financial support under the Presidential Business Support Programme. Selected students of the University also participated in the training which started on July 16, 2019 and ended on July 26, 2019. In addition, the UCCBI in collaboration with the students' representative council of the University, on October 18, 2019, hosted the launch of the Schools Entrepreneurship Initiative Club and the Campus Business Pitch of the National Entrepreneurship and Innovation Programme.

Training programmes were also organised by the EET Unit. Notable among them were business plan training and competition which started in November, 2019. The training yielded the ten successful students who received mentorship from the UCCBI and scholarship under the BET-Ghana project for further training in Germany in February 2020. The Unit also organised a workshop on Blended Learning which exposed participants, including students and faculty of the School of Business, to the importance and fundamentals of E-learning.

INTERNATIONAL PARTNERSHIPS AND INDUSTRY LINKAGES

As part of initiatives aimed at strengthening linkage with government and industry players, CESED organised the 2nd Biennial Cape Coast Entrepreneurship Stakeholders' Forum on October 31, 2019 on the theme: "Entrepreneurship Education and Training: A Catalyst for Youth Empowerment and National Development". The Director of CESED, Dr. (Mrs.) Mavis S. B. Mensah, was privileged to be part of a team of Chief Executive Officers who engaged the Assistant Secretary of State in Charge of Education and Cultural Affairs of the United States of America, to deliberate on strategies for enhancing the employability of the youth in Ghana, on June 24, 2019 at the residence of the US Ambassador to Ghana. The Centre also continued to offer support, as the host department, to the BET-Ghana Project, which is a collaboration between UCC and the BRSU, Germany.

ACADEMIC PROGRAMMES

In line with its mandate of promoting entrepreneurship education, CESED is in the process of seeking University approval for the following proposed programmes:

- Bachelor of Commerce (Entrepreneurship with Graphic Design)
- Bachelor of Commerce (Entrepreneurship with International Business)
- Master of Entrepreneurship Training and Development/Master of Philosophy in Entrepreneurship Training and Development.
- Master of Science (Entrepreneurial Management)

FUTURE PLANS

Within the 2020-2021 academic year, CESED plans to:

- Seek accreditation for the proposed academic programmes.
- Embark upon fundraising in support of the proposed CESED office complex.
- Initiate an entrepreneurship case research project.

DEPARTMENT OF FINANCE

INTRODUCTION

The Department of Finance is one of the six (6) Departments under the School of Business. It was created out of the then Department of Accounting and Finance and commenced in August, 2016.

VISION

To be a leading Department of excellence in finance education in Ghana.

MISSION

A centre of excellence providing high quality research, training and consultancy in finance. The mission is accomplished through instruction supported by applied research and professional service. It focuses on programmes that are forward-looking and career-oriented with strong industry collaboration, using state of the art technology.

The Department runs the following regular programmes:

Undergraduate Level	Bachelor of Commerce (Finance)
Postgraduate Level	Master of Commerce (Finance) Master of Business Administration (Finance) Doctor of Philosophy in Business Administration

The Department also runs Master of Business Administration (Finance) as a sandwich programme.

STAFFING

The Department of Finance has eleven (11) permanent Lecturers, one (1) Teaching Associate and three (3) Administrative Staff. Below is the breakdown of the status of staff at the department.

Status	Number
Associate Professor	1
Senior Lecturers	7
Lecturer	3
Teaching Associate	1
Senior Administrative Assistant	2
Messenger/Cleaner	1

Principal Officers at the Department

Name	Position
Prof. Anokye M. Adam	Head of Department
Prof. John Gartchie Gatsi	Dean, School of Business
Dr. Samuel Kwaku Agyei	Co-ordinator for School of Business, College of Distance Education

Mr. Seyram Kawor	Academic Advisor (Level 100)
Mr. Patrick K. Akorsu	Academic Advisor (Level 200)
	Academic Advisor (Level 300)
Prof. Siaw Frimpong	Academic Advisor (Level 400)
Prof. Anokye M. Adam	Academic Advisor (Level 800)

RESEARCH FOCUS OF THE DEPARTMENT

- Risk Management
- Financial Markets Development
- Corporate Governance
- Financial Services Trust Index

STAFF APPOINTMENTS AND DEVELOPMENT

- One full-time lecturer was transferred from College of Distance Education to the Department as a lecturer.
- The Department lost a senior lecturer in February, 2020.
- One of our lecturers has been promoted to Senior Lecturer.
- Two PhD holders were interviewed and recommended to be appointed as lecturers. The application has gone through the School and College Appointments and Promotions Committee levels, pending the final interview and approval by the University and one application has been put on hold.
- The School has signed a memorandum of understanding between the Department of Finance and the Chartered Institute for Securities and Investment (CISI).
- One of our lecturers is pursuing PhD in Economics at the University of Cape Coast.
- On November 18, 2019, the Department held a round table discussion in collaboration with School of Economics on the national budget. This was to enable staff and students to express their views on the budget. The Department is looking forward to organising this programme every year.

REGULAR

Level	Number of Students
100	104
200	121
300	146
400	120
MCom (Finance) - 800	13
MCom (Finance) - 850	13
MBA (Finance) - 800	01
Total	518

SANDWICH

Programme	Number of Students
MBA (Finance) - 800	21
MBA (Finance) - 850	38
MBA (Finance) - 875	27
Total	86

ACADEMIC PROGRAMMES

New Programmes

The Department has started the process of mounting two new programmes. These programmes are pending, as they had been forwarded to The National Accreditation Board. The programmes are Bachelor of Commerce (Financial Engineering) at the undergraduate level and Master of Science (Public Financial Management) at the postgraduate level. Also, the Department has revised the course content of the current Master of Commerce (Finance) programme.

FUTURE PLANS

To seek accreditation for our new programmes.

ONGOING RESEARCH

The Department is at the advanced stage of producing the first-ever Financial Services Trust Index in Ghana.

DEPARTMENT OF MANAGEMENT

INTRODUCTION

The Department of Management is one of the top-notch and a fast growing Department in the School of Business. The Department lays a foundation for a wide spectrum of future career paths and encapsulates in itself fairly universal and generalised degree programmes with broad coverage. The Department currently run programmes, focusing on the Management of both Public and Private organisations and the administration of Public Policy.

VISION

Aspire to promote academic excellence in management and research.

MISSION

To prepare students to be effective, efficient, and ethical leaders in their professional careers through high quality teaching, research and outreach in management and allied disciplines.

ACADEMIC PROGRAMMES

The Department runs courses in undergraduate and postgraduate programmes during regular and sandwich sessions. The undergraduate programmes for Regular and Sandwich include Bachelor of Commerce (Management). The Postgraduate programmes include MBA/MCom (Management) and MPhil/MSc (Public Policy and Management) in the regular session and MBA

(General Management) in the sandwich session. The proposed programmes for 2020/2021 academic year include MSc in Corporate Governance and Strategic Management.

STUDENT ENROLMENT

Regular Students

Bachelor of Commerce (Management)

- Level 100 - 125
- Level 200 - 123
- Level 300 - 166
- Level 400 - 132

MBA/MCom (Management)

- Level 800 - 15

MSc/MPhil (Public Policy and Management) - 9

Sandwich Students

Bachelor of Management Studies

- Level 350 - 4
- Level 375 - 9
- Level 400 - 13

MBA (General Management)

- Level 850 - 24
- Level 875 - 23

STAFFING POSITION

The Department has eight teaching staff. One is currently on study-leave on leave of absence, two Administrative staff, three teaching Associate and two cleaners. The Principal Officers in the department are:

Name	Rank
Dr. Abraham Ansong	Senior Lecturer/Head
Dr. (Mrs.) Abigail Opoku Mensah	Senior Lecturer
Dr. Nicodemus Osei Owusu	Senior Lecturer
Dr. Nick Fobih	Lecturer
Dr. Aborampah Amoah-Mensah	Lecturer
Dr. Alex Yaw Adom	Lecturer
Mr. Isaac Kosi	Lecturer/Registration and Examination Officer

STAFF DEVELOPMENT

The Department of Management has three (3) Teaching Associates reading PhD.

COUNSELLING SERVICES

Apart from staff/student consultative meetings, academic staff in the department held

counseling sessions with students in the department on the social, psychological, and other academic-related challenges they were facing.

STAFF AND STUDENTS ENGAGEMENTS

During the 2018/2019 academic year, the Head of Department engaged the students at all levels in an open forum and took the opportunity to educate them on how to improve on their academic performance and other social issues.

COLLABORATION WITH INDUSTRY

The Department of Management is collaborating with the Institute of Directors (Ghana) and Institute of Chartered Secretaries and Administrators in developing an MSc Programme in Corporate Governance and Strategic Management.

ACADEMIC PROGRAMMES

New Programme to be Introduced

The Department will be introducing a new MSc programme in Corporate Governance and Strategy. The programme has been forwarded to the Academic Board for consideration by the School of Graduate Studies.

FUTURE PLANS

The Department plans to recruit lecturers with specialisation in Corporate Governance and Strategic Management. The Department also seeks to collaborate with the Department of French and Department of Music to introduce a Bachelor's programmes in Management and French as well as Management with Music. Finally, the Department intends to strengthen collaborations with industry and foreign institutions to help visibility of School of Business and the University as a whole.

DEPARTMENT OF HUMAN RESOURCE MANAGEMENT

INTRODUCTION

The Department of Human Resource Management (HRM) was established in the 2016/2017 academic year. It was carved out of the erstwhile Department of Management Studies. The Department runs both undergraduate and postgraduate programmes in regular, sandwich and distance modes.

VISION

To be a model and dynamic department of excellence in training Human Resource personnel in the sub-region.

MISSION

The Department of HRM aims to be a Centre of Excellence providing high quality research, training and consultancy services in HRM. This mission is achieved through teaching and training backed by applied research and professional service. The Department focuses on programmes that are innovative, developmental, progressive and career oriented with strong industry collaboration.

The scope of research in the Department covers the following areas in Human Resource Management:

- Career Management
- Compensation Management
- Employee Engagement
- Employee
- Human Resource Development
- Industrial Relations
- Management and Leadership Development
- Cross Cultural Human Resource Management
- Occupational Health Safety and Wellbeing
- Organisational Learning
- Performance Management
- Recruitment and Selection
- Talent and Skills Development
- Training and Development
- Work Life Balance

The Department runs both postgraduate and undergraduate programmes in Human Resource Management which are as follow:

- | | | |
|--|---|----------|
| • Master of Commerce
(Human Resource Management) | - | Regular |
| • Master of Business Administration
(Human Resource Management) | - | Regular |
| • Master of Business Administration
(Human Resource Management) | - | Sandwich |
| • Bachelor of Commerce
(Human Resource Management) | - | Regular |

The students' enrolment in the Department for the 2019/2020 academic year is as follows:

Regular Students

- | | | |
|---|---|------------|
| • Master of Commerce (HRM) | - | 2 |
| • Master of Business Administration (HRM) | - | 5 |
| • Bachelor of Commerce (HRM) | | |
| » Level 100 | - | 134 |
| » Level 200 | - | 110 |
| » Level 300 | - | 95 |
| » Level 400 | - | 75 |
| Total | - | 414 |

Sandwich Students

- | | | |
|---|---|----|
| • Master of Business Administration (HRM) | - | 48 |
| • Bachelor of Commerce (HRM) | - | 7 |

Currently, the Department is made up of a total of eight (8) Lecturers, five (5) females, and three (3) males. Further, there are four (4) Senior Lecturers and four (4) Assistant Lecturers who are

all PhD students. The administrative staff consists of two (2) Senior Administrative Assistant and a Senior Headman.

STUDENTS' SUPPORT SERVICES

Counselling

The Department has academic advisors whom the students rely on in times of academic and other difficulties.

Job Search and Placement Services

Our students are required to undergo an eight-week practical training related to their field of study. The purpose of the internship is to expose them to real work situations to enable them to better appreciate the practicalities, principles, and concepts that are taught in the classroom.

Staff and Student Engagements

The Department organises staff-student consultative meetings, at least, twice in a semester to educate the students on how to solve their academic related issues and also address any other concerns they may have. In 2019/2020 it was organised on September 17, 2019, and February 12, 2020 respectively.

INTERNATIONAL PARTNERSHIP

Collaboration with International Institutions

The Department of HRM has a Memorandum of Understanding with the Institute of Human Resource Management Practitioners, Ghana, to run the Professional programme in Human Resource Management in the University of Cape Coast.

Collaboration with Industry

The Department, in collaboration with the Institute of Human Resource Management Practitioners (IHRMP), Ghana, organised a maiden Colloquium on the theme "The Role of Human Resource Management in the New World of Work". This was held on February 26, 2020 at the School of Medical Sciences Auditorium, University of Cape Coast. This was to create a platform for key stakeholders from academia, industry, and human resource practitioners to deliberate on pertinent Human Resource Management issues such as Work-Life-Balance and Career Self-Management. Also it was aimed at promoting employee welfare and development in both private and public institutions.

NEW ACADEMIC PROGRAMMES

The Department is in the process of developing a new Bachelor of Commerce HRM with French Programme.

FUTURE PLANS

The Department is in the process of introducing a Master of Science (Human Resource Management) Programme. The document is currently in the process of going to the Academic Board.

DEPARTMENT OF MARKETING AND SUPPLY CHAIN MANAGEMENT

INTRODUCTION

The Department of Marketing and Supply Chain Management (DMSCM) emerged from the Department of Management Studies during the 2016/2017 academic year. It is one of the five Departments in the School of Business.

VISION

To be a centre of excellence for the delivery of practical and demand driven marketing and supply chain education, research, and extension services.

MISSION

We develop world class marketing and supply chain professionals who make a difference by leading organisations to create value while protecting the well-being of people and the planet.

PROGRAMMES AND ENROLMENT

The Department runs two programmes - Bachelor of Commerce (Marketing) and Bachelor of Commerce (Procurement and Supply Chain Management). In addition, the Department runs postgraduate programmes in Master of Business Administration and Master of Commerce in Marketing, Master of Science and Master of Commerce in Procurement and Supply Chain Management as well as Master of Science and Master of Commerce in Project Management. The students' enrolment in the Department in the year under review is detailed in Table 1:

Table 1. Departmental Programmes and Enrolment

Programmes/Enrolment	L100	L200	L300	L400	L800	L850	Total
BCom (Marketing)	53	47	71	61			232
BCom (Procurement and Supply Chain Mgt.)	126	86	94	65			371
MBA (Marketing)					4	2	6
MSc (Procurement and Supply Chain Mgt.)					14	3	17
MSc (Project Management)					25	0	25
MCom (Project Management)					2	0	2
MCom (Marketing)					0	1	1
MCom (Procurement and Supply Chain Mgt)					15	8	23
Sandwich							
MBA (Marketing)					6	3	9
MSc (Project Management)					27	25	52
MSc (Procurement and Supply Chain Mgt.)					62	76	138

CURRENT RESEARCH AREAS

The Department conducts research, develops, and strengthens the Marketing and Supply Chain Management Skills of students and practitioners through training, capacity building, mentoring and coaching. The Department had the following as the research focus for the year under review:

- Green Marketing and Sustainable Development
- Corporate Social Responsibility and Governance
- Issues on Extended Producer Responsibility (EPR)
- Marketing of Higher Institutions
- Marketing of Agricultural Products and Value Chain Analysis
- Managing Electronic and Electrical Waste
- Sustainable and Green Supply Chain Management

STAFF DEVELOPMENT/AWARDS

During the period, one person was promoted the rank of a Senior Lecturer; one was upgraded to the status of Lecturer (from Assistant Lecturer). Two colleagues completed their respective PhD programmes. One colleague left for her PhD at the TBU in Zlin, Czech Republic. We also received a newly appointed faculty to the Department.

STUDENTS' SUPPORT SERVICES

The Department, through its network of professional institutions and industry partners, links students to corporate bodies in the area of logistics, procurement and supply chain organisations to do their industrial attachments and National Service. This helps the students to acquire the necessary experience for the professional qualification as part of CIPS, CILT, project management and marketing professional qualification.

INTERNATIONAL PARTNERSHIPS AND INDUSTRY LINKAGES

Higher Education Exchange Programmes and Collaboration with International Institutions

The Department collaborates with Chartered Institute of Procurement and Supply (CIPS); Chartered Institute of Logistics and Transport (CILT). These institutions have accredited our programme in Procurement and Supply Chain Management.

Collaborations with Industry

The Department signed an MOU with Ghana Institute of Freight Forwarders (GIFF). The MOU among other things enables students from the Department to undertake industrial attachment and internship with the over 400+ member of the Institute. As part of the MOU, the two bodies are to jointly develop and deliver executive programmes in Logistics and Freight Forwarding with Certificates to be issued by UCC. GIFF is to make their building in Tema for the delivery of Sandwich and other programmes of the Department.

During the year under review, the department embarked on a series of stakeholder interactions in order to obtain feedback from industry on the new programmes that the department was processing for accreditation. The proposed programmes are:

- MSc/ MCom (Public Relations and Corporate Branding)
- MSc/MCom (Monitoring and Evaluation and Quality Management)
- MSc (Business Engineering)

- MSc/MCom (Business Informatics)
- MSc/MCom (Environmental Management and Sustainable Development)

The stakeholders visited included GHACEM, KPMG, IPR, CIMG, GIE, NPA etc.

FUTURE PLANS

The Department also has plans of liaising with other departments within the University in designing and teaching programmes in decisional sciences including MSc (Business Informatics).

International Collaboration

The Department is in the process of finalising professional affiliation and accreditation with

- Chartered Institute of Marketing (UK) for the BCom/MCom/MBA (Marketing) programme.
- Project Management Institute (PMI) for the MSc/MCom Project Management programme.

SCHOOL OF ECONOMICS

INTRODUCTION

The School of Economics is one of the six faculties/schools under the College of Humanities and Legal Studies. Activities of the School of Economics are pivotal in responding to the core mandate of both the University and the Government of Ghana. The School continues to pride itself in its long-established reputation for excellence in research, teaching and outreach. Beyond the three Academic Departments – namely, the Department of Economic Studies, Department of Applied Economics and Department of Data Science and Economic Policy, - the School of Economics currently has three set-ups that dispense its outreach and research-related activities. These are:

- An Economic Policy Modelling and Analysis Unit whose activities include strengthening the capacity of economic policy modelers, and offering strategic advice to public policy makers as well as engage in advocacy;
- A Microfinance Unit mandated to collaborate with stakeholders in the industry to streamline its activities through research and capacity building for microfinance institutions; and
- A Centre for Data Archiving, Management, Analysis and Advocacy that provides a one-stop shop for all issues related to micro data management and analysis.

VISION

The vision of the School is “to become a world-class school committed to creating, protecting, managing and using information resources for society’s economic development and improvement in welfare”.

MISSION

The mission of the school is “to provide excellence in University education aimed at developing rigorous analytical skills needed to solve contemporary economic challenges and offer critical knowledge for transforming economies and livelihoods”.

GOAL

The goal of the School of Economics is to promote teaching and scientific inquiries that are country specific and aligned with contemporary global trends and patterns.

TEACHING

The School of Economics continues to serve six out of the sixteen faculties/schools in the University and actively runs ten academic programmes (five regular and five sandwich).

- The School has selected its first batch of 50 students for admission into the BSc Economics and 150 BSc Economics with Finance students for the 2019/020 academic year.
- At the graduate level, about 18 students were enrolled into the MPhil. Economics programme while 10 students were admitted into the PhD Economics programme.

STAFFING CAPACITY

The School currently has a total of forty (40) staff members; (20 Senior Members, (9) Demonstrators and 11 Administrative Supporting staff.

RESEARCH FOCUS

The research focus of the School Economics has been harmonized to ensure that it fits into that of the College of Humanities and Legal Studies as well as the University-wide research agenda for the 2018–2022 period under the theme: ‘Education and Environment for Sustainable Development’. Specifically, research activities by staff and graduate students in the School for the period under review has been guided by the following sub-thematic areas:

- Agriculture, Food Security and Nutrition for Sustainable Development.
- Education, Soft Skills, Decent Jobs for Sustainable Economic Development.
- Early Childhood Development: Issues of Costs, Risks and Improved Child Health Outcomes.
- Social Policies/Interventions/Behaviours for Sustainable Development.
- Options towards Good Health, Zero Poverty and Reduced Inequalities.
- Fiscal and Monetary Policy Options for Sustainable Development.
- Economics of Tourism and Sustainable Development.
- Trade, Financial Flows and Sustainable Development
- Sustainable Financial Development.
- Technology, Innovation and Sustainable Development.
- Environment, Climate Change and the Blue Economy.

RESEARCH PUBLICATIONS

A total of twenty (20) new publications were undertaken by faculty members within the year under review.

STAFF DEVELOPMENT/AWARDS

Staff members of the School participated and benefitted from a number of capacity building and training programmes during the period under review, as summarized below:

Staff Development

- A four (4)-day workshop facilitated by Prof. Robert Lensink on Small Sample Impact Evaluation Methods was organised from September 30 to October 4, 2019 at the Census

Secretariat Training Centre. The training was aimed at building capacity of faculty members in assessing the impact of interventions and policies on key development indicators in the country.

- Between September 1, 2019 and January 13, 2020, Dr. Benedict Afful Jr. pursued a Post Graduate Diploma in Teaching and Learning in Higher Education at University of Education, Winneba.
- In the bid to improve quality of teaching in the School, faculty members were taken through a one-day training workshop on UCC E-learning Platform with special emphasis on Zoom.
- Dr. Camara Obeng participated in the AERC Biannual Research Workshop held in Nairobi, Kenya from December 1–5, 2019.
- Dr. Camara Obeng participated in the Biennial Conference of the Economic Society of South Africa, Birchwood Hotel, Johannesburg, South Africa from: September 3–5, 2019.
- Dr. Eric Amoo Bondzie received an invitation from the University of Milan-Bicocca to participate in a visiting scholar programme from May 1 - July 31, 2019.

Awards

- 2020 – 2022: Thematic Research Grant No. RT20508 by AERC for Dr. Obeng to carry out research on “Estimating Bilateral Exports Efficiency and Gap in Ghana”.
- 2019 - 2020: Policy and Practice – Oriented (University-wide) Research Support Grant by DRIC, UCC for Dr. Peprah, Dr. Afful, Dr. Andoh (and other Team member) to carry out a research on “Ghana beyond aid: cost of tax compliance and tax incentives”.
- 2019 - 2020: GIDRN Research Support Grant, UDS and UNICEF Ghana for Dr. Ewura-Adwoa Ewusie (Team Member).
- May – August 2020: Solidarida West African Grant to Dr. Asmah, Dr. Atta Peprah, Dr. Francis Andoh, Dr. Martin Bosompem and Dr. Georgina Oduro to conduct Midterm Evaluation of the Cocoa Rehabilitation and Intensification Programme (CORIP).
- May, 2019 – August, 2020: Dr. Emmanuel Ekow Asmah and Dr. Francis Kwaw Andoh won a \$5,000 grant from Copenhagen Consensus Centre to conduct research on “Cost-benefit Analysis on Screening and Treatment for Hypertension in Ghana”, as part of the Ghana Priorities Project.
- As part of its commitment to support the School’s Collaborative Masters Programme (CMAP) in Economics, AERC provided the School with a thesis grant totalling \$15,750 in addition to an operating grant of \$3,200.

STUDENTS’ SUPPORT SERVICES

- Two staff-student consultative meetings were held during the period under review – on October 14, 2019 and February 14, 2020. Issues raised included practicum/internship for students, majoring in Economics, prospects for further education, job opportunities, strategies for coping with referrals and incomplete results.
- A health and fitness walk were held for staff and students of the School of Economics on February 15, 2020.

Staff/Students Health Walk Organised by the School of Economics on February 15, 2020

- Ms. Delali Aku Tunyo, a second-year MPhil (Economics) student in the School was awarded a scholarship grant of \$1,200 to support her studies.

- 13 MPhil Economics students received sponsorship from AERC to attend and participate in the AERC Collaborative Joint Facility for Electives from June 24 - September 29, 2019 at the Kenya School of Monetary Studies, Nairobi, Kenya.
- As part of efforts to improve research and presentation skills of students, the School organised a Lecture February 25, 2020 for Level 300 Economy of Ghana Students. The lecture was facilitated by Prof. Hugo Blanch from the United States.

PHYSICAL STRUCTURES AND VIRTUAL INFRASTRUCTURE

For the period under review, the following items were purchased by the School:

- 4 Swivel Chairs
- 2 Air conditions
- 1 Air condition donated by the Provost Office to the School

INTERNATIONAL PARTNERSHIPS AND INDUSTRY LINKAGES

- The School of Economics received a two-member delegation from Australia Africa Universities Network (AAUN) from January 21-23, 2020 to hold discussions on a project that the partnership between AAUN and the University of Cape Coast. The team was made of Dr. Janet Dzator (Leader), Head of Economics Department, Newcastle University, Australia and Dr. Michael Dzator, from the Central Queensland University, Australia.
- The School plans to have an International Collaboration with AFRICAN SCHOOL OF ECONOMICS (ASE), a private University headquartered in Abomey-Calavi Zoca Lot 104 Parcelle B' et C' 02 BP: 372, Cotonou, Benin and also registered at 1 Fisher Hall, Princeton University, Princeton, NJ, 08544, with a campus in Abidjan, Côte d'Ivoire. ASE offers programs of higher education and is represented by Professor Leonard Wantchekon, the President and Founder.
- The School plans to have a Bookproject in partnership with University of KwaZulu Natal, South Africa.

ACADEMIC PROGRAMMES

Within the year under review, two new accreditations were approved by the National Accreditation Board:

- Bachelor of Science (Economics)
- Master of Science in Data Management and Analysis.

FUTURE PLANS

Future plans of the School of Economics include the following:

- Roll-out the MPhil/PhD programme on Blue Economy, Governance and Social Resilience in collaboration with the UCC African Centre of Excellence in Coastal Resilience. This programme will be mounted during the 2020/2021 academic year. In addition, a new MPhil/PhD programme on Development Finance will be developed.
- Roll out three existing MPhil programme through the Distance learning mode.
- Inaugurate the School of Economics Development/Endowment Fund.
- Roll-out short-term training courses/workshop.
- Recruit more academic staff with skills in theoretical, experimental and financial economics.

- Institute Awards for Best Performing Students in the School.
- Continue with organisation of policy and methodological workshops and round-table discussions; and
- Continue arrangements with external partners to run a three-year Split-Site PhD programme.
- Construct a multi-purpose building complex to accommodate all Departments and Units under the School.
- Institute JFE programme for 2020/2021 academic year through E-Learning. This means that students will no more travel to Kenya for the semester programme.

DEPARTMENT OF ECONOMIC STUDIES

INTRODUCTION

The Department of Economic Studies was established on August 1, 2018 as one of the three departments of the School of Economics to attract and train self-motivated students to compete favourably in today's globalised world of work. The main objective of the Department is to produce graduates with strong quantitative and analytical skills to conduct rigorous economic analysis. The Department prides itself on its established reputation for excellence in both teaching and research. The senior members in the Department have high international – level reputations both in teaching and research. Some of them are editors in several academic journals. In addition to teaching and research, members provide consultancy services to governmental and non-governmental institutions. The Department has qualified faculty who employ practical approaches in the teaching of economics and also collaborates with the African Economic Research Consortium (AERC), headquartered in Nairobi, Kenya, in the training of the graduate students. The Department offers a comprehensive and well-established portfolio of courses at undergraduate, graduate, postgraduate levels.

VISION

To transform the Department of Economic Studies into a centre of excellence for the training of internationally recognised economists.

MISSION

The mission of the Department is to:

- Provide a congenial environment for the training of innovative, creative and self-motivated students to contribute to the socio-economic development of Ghana and compete in the highly globalised world.
- Produce policy-relevant research; and
- Engage in community service.

STAFF DEVELOPMENT

- Between September 1, 2019 to January 13, 2020; Dr. Benedict Afful Jr. pursued a Post Graduate Diploma in Teaching and Learning in Higher Education at University of Education, Winneba.
- In the bid to develop quality in the Department, faculty members undergone a one-day training workshop on UCC E-learning Platform with special emphasis on Zoom in June 2020.

- Three of our faculty have been appointed as reviewers in some of the top journals like:
 - » Development Southern Africa, Taylor and Francis Online (Dr. Camara Obeng).
 - » International Review of Economics and Finance, Elsevier (Dr. Camara Obeng).
 - » Journal of Agricultural Science and Practice (Dr. Benedict Afful Jr.)
 - » African Journal of Science, Technology, Innovation and Development (Dr. Benedict Afful Jr.)
 - » Journal of Public Affairs (Dr. Benedict Afful Jr.)
 - » Journal Reviewer; World Development (Dr. Francis Taale)
 - » Journal Reviewer; Journal of Cleaner Production (Dr. Francis Taale)
- A number of our faculty members attended a couple of local and international conferences such as:
 - » December 1–5, 2019: AERC Biannual Research Workshop – Nairobi, Kenya. (Dr. C. Obeng).
 - » September 3 – 5, 2019: Biennial Conference of the Economic Society of South Africa, Birchwood Hotel, Johannesburg, South Africa. (Dr. C. Obeng).
 - » June 10, 2019: Training Workshop on Intellectual Property Policy (IPP) and Addendum to Conference Travel Grants @ Academic Board Chamber, UCC (Dr. C. Obeng).
 - » April 25, 2019: Workshop on “Finding the Best Policies for Ghana’s Future, starting with the SDGs- Accra City Hall (New Accra Metropolitan Assembly Building) (Dr. C. Obeng).
 - » The 2020 Budget Statement of Ghana: Business as usual or Game Changer? Department of Data Analysis and Economic Policy, School of Economics, UCC. (Dr. Ewura-Adwoa Ewusie).
 - » Ghana Integrated Development Research Network Conference, UDS Tamale City Campus. (Dr. Ewura-Adwoa Ewusie).
 - » Ghana Statistical Service Workshop. Small Sample Impact Evaluation Methods, Ghana Statistical Service, Accra. (Dr. Ewura-Adwoa Ewusie).

AWARDS

- 2020 – 2022: Thematic Research Grant No. RT20508 by AERC for Dr. Obeng to carry out research on “Estimating Bilateral Exports Efficiency and Gap in Ghana”.
- 2019 - 2020: Policy and Practice – Oriented (University-wide) Research Support Grant by DRIC, UCC for Dr. Afful (Team member) to carry out a research on “Ghana beyond aid: cost of tax compliance and tax incentives”.
- 2019 - 2020: GIDRN Research Support Grant, UDS and UNICEF Ghana for Dr. Ewura-Adwoa Ewusie (Team Member).

STUDENTS’ SUPPORT SERVICES

Counselling

- » March 3, 2020: Group Counselling (BSc Economics Students) on Time Management, carrier path, industrial attachments and the University rulers, regulations and policies.
- » May 27, 2020: Group Counselling (1st and 2nd years MPhil. and 1st years PhD Economics Students) on strategies put in place to assist them in completing their academic work during the COVID-19 pandemic season. This meeting was organised on zoom platform.

Job Search and Placement Services

The Department appointed a 3-member committee to search for institutions where our students could go for internship. At the end of second semester, four (4) students were placed on the internship programme.

Staff and Student Engagements.

The Department has introduced an open-door policy which enables students to approach staff when the need arises. The Department has provided suggestion boxes and email addresses for students to send their grievances or book an appointment with staff.

Extra-tutorials for Students.

To help weak students or slow learners to catch-up with their colleagues, the department has employed the services of Demonstrators to provide supplementary tutorial for them and monitor their progress.

INTERNATIONAL PARTNERSHIPS AND INDUSTRY LINKAGES

Engagement with Industry

Collaborated with the Ghana Union of Traders Associations (GUTA) to organise a roundtable discussion in 2019.

Engagement with experts from other academic institutions

- Collaborating with Dr. Isaac Koomson of the Business School of University of New England, Australia and Dr. Henry Kyeremeh, Ministry of Finance, Ghana to organise e-seminars.
- In talks with Professor Leonard Wantchekon of African School of Economics, Abomey-Calavi, Benin and Princeton University, New Jersey, USA, to conduct joint-research and organise joint-conferences.

ACADEMIC PROGRAMMES

The Department caters for the huge number of students from the Faculty of Education, Faculty of Social Sciences, School of Business, and the Department of Mathematics.

The Department of Economic Studies offers:

- BSc Economics (regular)
- MSc Economics (regular and sandwich)
- MSc Technology and Development (sandwich)
- MPhil Economics (regular)
- MPhil(Top-Up) Economics (sandwich-new programme)
- PhD. Economics by research (regular)

FUTURE PLANS

- Organise two (2) short courses.
- Organise policy and methodological workshops and roundtable discussions.
- Organise e-seminars with experts from the Business School of University of New England, Australia and Ministry of Finance, Ghana.
- Conduct joint-research and joint- conferences with the African School of Economics, Abomey-Calvi, Benin.
- Plan a three-year Split-Site PhD programme. Arrangement with American University and a

South African University is underway for this course.

- Collaborate with other departments in UCC to develop MPhil/PhD in Blue economy, governance and social resilience programme.

DEPARTMENT OF APPLIED ECONOMICS

INTRODUCTION

The Department of Applied Economics is one of the Departments in the School of Economics. The rationale for creating the Department is to engage in producing graduates with a multi-disciplinary understanding of the complexities and dynamics of national and global issues related to economic development and in research activities on diverse issues in economics but with emphasis on microfinance, finance, fiscal issues, health, trade, energy, environment and natural resource needed for national development.

VISION

The vision of the Department is “to become a world-class Department committed to creating, protecting, managing and using information resources for society's economic development and improvement in welfare”.

MISSION

The mission of the Department is “to provide excellence in University education aimed at developing rigorous analytical skills needed to solve contemporary economic challenges and offer critical knowledge for transforming economies and livelihoods”.

DESCRIPTION OF RESEARCH FOCUS

The Department research activities focused on diverse issues in economics with particular emphasis on microfinance, finance, fiscal issues, health, trade, energy, economics of technology, environment and natural resource, and policy modelling.

GRADUATE PROGRAMME

MSc Microfinance (Sandwich)

The MSc Microfinance programme seeks to sustain the institutionalization of the training of Microfinance practitioners. The Department has 20 graduate students pursuing MSc Microfinance (Sandwich).

UNDERGRADUATE PROGRAMME INTRODUCED

BSc Economics with Finance

The programme seeks to augment human capacity in the area of economics and finance. It is also to produce economists with diversified skills to service the finance and its related sectors in Ghana, Africa and the world at large.

STAFFING CAPACITY

The Department has six (6) academic staff who are all engaged on full-time with two supporting staff. In terms of rank of academic staff, the Department has one (1) Professor who is on sabbatical leave, three (3) Senior Lecturers and two (2) Lecturers.

STAFF DEVELOPMENT/AWARDS

- A faculty member received a \$1,000 cash prize received from the African Economic Research Consortium (AERC) as award for publishing in Scopus and EconLit indexed journal, December 3,2019.
- Department had one of its faculty's member judged best paper presenter in Group B (Macroeconomic Policy and Growth), at the 49th Biannual Conference of the African Economic Research Consortium, Nairobi, Kenya.

CAPACITY BUILDING TRAINING AND WORKSHOPS ATTENDED

During the academic year, members of the Department engaged in capacity training programmes which included an in-house two-week seminar on module writing and development at the School of Economics Conference room in collaboration with the African Centre of Excellence for Coastal Resilience (ACECoR).

RESEARCH

Premised on the University-wide research agenda, the research focus of the Department of Applied Economics is anchored on the following four themes: Economic Development, Health, Environment, Education and Finance and Development. Colleagues over the past three years have been engaged in various levels of research. As part of these activities, Articles and Book Chapters have emerged as well as a joint book project by the school of economics which features faculty members prominently. Find below a list of these:

NO.	TITLES	AUTHORS
1.	Farmers' choice of adaptation strategies towards weather variability: Empirical evidence from the three agro-ecological zones in Ghana, <i>Cogent Social Sciences</i> , 6:1, 1751531.	Dasmani, I., Darfor, K.N., & Karakara, A.W. (2020).
2.	Mobile money, output and welfare among smallholder farmers in Ghana, <i>SAGE Open</i> .	Peprah, J.A., Oteng, C. & Sebu, J. (2020).
3.	Financial development, remittances and economic growth: A threshold analysis, <i>Cogent Economics & Finance</i> 7, pp.1-20. doi.org/10.1080/23322039.2019.1625107. Some African countries, <i>Africa growth Agenda Journal</i> 15(2), pp. 4 - 8.	Peprah, J.A., Ofori, I.K. & Nyarko-Asomani, A. (2019).
4.	Income and Wealth in Ghana: Issues of Distribution and Determinants. <i>UDS International Journal of Development</i> , Vol 6, No 2. Pp 42-78.	Afful, B. Jr., Nunoo, J. & Arthur-Biney, A. (2019).
5.	Foreign direct investment in sub-Saharan Africa: Is tax obligation still an issue? <i>Global Business Review</i> , https://doi.org/10.1177/0972150919890241 https://journals.sagepub.com/doi/full/10.1177/0972150919890241	Andoh, F. K. & Cantah, W. G. (2020)

6.	Growth dynamics of value-added tax in Ghana. <i>Contemporary Economics</i> , 13(2), 147-174. https://search.proquest.com/openview/f014522e0ed2c0bd54da9e4c81bd-dea4/1?pq-origsite=gscholar&cbl=1056415	Andoh, F. K., Osoro, N. E. & Luvanda, E. (2019)
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MAJOR ON-GOING PROJECTS

There are a number of interesting on-going projects members in the Department who have engaged in the following:

- Bank Competition and Financial Stability in Ghana.
- Socioeconomic Impact of Artisanal Mining in Ghana.
- Effect of distance to school and teacher absenteeism on school children's cognitive skills on behalf of Directorate of Research, Innovation and Consultancy (DRIC), University of Cape Coast.
- Australia-Africa Universities Network (AAUN) grant for collaborative research on Health, Development and Nutrition, from 2019-2020).
- Ghana Beyond Aid: Tax knowledge, compliance cost and tax compliance among small tax payers in Ghana. Funded by the Directorate of Research, Innovation and Consultancy (DRIC), University of Cape Coast.
- Mid-Term Evaluation for Cocoa Rehabilitation and Intensification Programme (CoRIP). Funded by Solidaridad, West Africa Value-added tax financing of health insurance scheme in Ghana. Funded by the African Economic Research Consortium (AERC), Nairobi, Kenya

CONFERENCES/WORKSHOPS

The Department organised and engaged in the following conferences/workshops:

- Stakeholders' Consultative Workshop October 11, 2019 at School of Economics Conference Room.
- Roundtable Conference on the 2020 Budget Organised by the Department of Data Science and Economic Policy, School of Economics and the Department of Finance, School of Business at the C. A. Ackah Auditorium 900, UCC, November 18, 2019.
- Members attended a workshop on Impact Evaluation Methods organised by the Ghana Statistical Services from September 30 to October 4, 2019 at the Census Training Centre of the Ghana Statistical Service.
- Members Attended Africa Interdisciplinary Health Conference at Noguchi Memorial Institute, University of Ghana, Legon and presented of a paper titled: Effects of treated water on child diarrhoea in a Lower Middle Income Country on July 4, 2019.
- African Economic Research Consortium (AERC) Collaborative Research Conference on the theme: "Healthcare Financing in sub-Saharan Africa". Accra, Ghana, October 21-22, 2019. "Value-added tax financing of health insurance scheme in Ghana: Revenue buoyancy, challenges and options".
- Validation of the Ghana Priorities Project (PPP). Ministry of Health, Accra, Ghana, October 8, 2019. "Cost-benefits Analysis of community mass screening of hypertension by community health workers in Ghana".

- IMF African Department Economists Seminar, International Monetary Fund (IMF), Washington DC, United States of America, April 4, 2019. “Distributive effects of value added-tax in Ghana”.

STUDENTS’ SUPPORT SERVICES

Members engaged in Students’ Support Services during the academic year. Members met with the students in the Department during Consultative Meeting to address issues affecting students’ academic life. Demonstrators were assigned to assist students who needed remedial teaching. Members also met with Sandwich old students association (Microfinance), November 8, 2019 to address their programme and academic issues.

FUTURE PLANS

The future plans of the Department are to promote the teaching of applied economics, conduct research and embark on community outreach services.

Specifically, the Department aims at:

- Offering academic programmes on regular, sandwich and distance bases.
- Leading the way in formulating policies to regulate the financial sector in the country.
- Playing a leading role in building the capacities of personnel in both the formal and informal financial sector.
- Providing continuous training for staff of microfinance institutions.
- Conducting research and disseminating information on entrepreneurship and small enterprise development.
- Collaborating with business support service organisations in promoting small businesses.
- Liaising with funding institutions to establish an enterprise development fund.

DEPARTMENT OF DATA SCIENCE AND ECONOMIC POLICY

INTRODUCTION

The Department of Data Science and Economic Policy (DDSEP) was carved out of the Department of Economics (now School of Economics) in August 2018 to carryout teaching and research in the area of economic policy-making, by fostering quality policy relevant economic research which would be disseminated widely to decision makers in both the public and the private sectors of the economy. The Department also aims to increase accessibility to high quality data to enhance socio-economic research in Ghana. DDSEP currently only offer graduate programmes in social science data analysis and management and economic policy modelling which are mounted by the Centre for Data Archiving, Management, Analysis and Advocacy (CDAMAA) and the Economic Modelling Unit (EMU) respectively.

VISION

To become a centre of excellence in economic policy research and analysis and data management.

MISSION

To provide high-quality research in economic policy and train top-notch graduate students with the ability engage in economic policy discourse and make key inputs into national economic

policy. The Department also has a mission to increase access to quality socio-economic data for the economic policy purposes.

PROGRAMMES AND ACTIVITIES

DDSEP is committed to excellence in teaching graduate level programmes that would enhance research-based policies in Ghana and Africa as a whole. The Department's MSc Data Management and Analysis and MSc/MPhil Economic Policy Modelling programmes are the first of its kind in the country and they are targeted at improving the human resource base of civil and public sector workers as well as improve the human resource base of the country in the area of data management approaches and hands-on analytical skills to enhance an incremental use of data in teaching, research and policymaking. In addition, the programmes of the department would improve the capacity of Ghanaian and other nationals to offer model-based policy advice. This would help reduce the dependence of African economies on foreigners to provide model-based policy.

Though the department currently has three main programmes (that is, MSc Data Management and Analysis, MSc Economic Policy Modelling and MPhil Economic Policy Modelling), it is only the MSc Data Management and Analysis programme that is actively run as a sandwich programme. Due to this, the Department currently has only 12 students. The research focus of faculty members in the 2019/2020 academic year has largely focused on macroeconomic policy with specific interest in trade policy, tax policy and monetary policy. Others have focused on health policy as well as other household economic welfare issues.

STAFF DEVELOPMENT/AWARDS

During the year under review, faculty members had the following research grants

- May – August 2020: Solidarida West African Grant to Dr. Asmah, Dr. Atta Peprah, Dr. Francis Andoh, Dr. Martin Bosompem and Dr. Georgina Oduro to conduct Midterm Evaluation of the Cocoa Rehabilitation and Intensification Programme (CORIP).
- May, 2019 – August, 2020: Dr. Emmanuel Ekow Asmah and Dr. Francis Kwaw Andoh won a \$5,000 grant from Copenhagen Consensus Centre to conduct research on “Cost-benefit Analysis on Screening and Treatment for Hypertension in Ghana”, as part of the Ghana Priorities Project.

STUDENTS' SUPPORT SERVICES

The Department organised orientation for its first batch of students on the Data Management and Analysis programme. During the orientation session, students were exposed to the details of the programme and the job opportunities that awaited them on completion. After end-of-the-first sandwich semester, the Department organised a staff-student consultative meeting to obtain the first-hand experience of the students on the programme. The students were generally impressed with the lecturer on the programme. They particular praised the Department for making the Data Analysis and Management programme practice-based. They were glad that they were able to gain new set of skills in their first sandwich semester and were hopeful the second semester would be better. They, however, requested the Department to make some arrangement for them to have some attachment when they were on vacation. In line with the request of the students, the Department linked up with the Ghana Statistical Service, and has finalised an MoU with them, awaiting the signature of the Government Statistician.

INTERNATIONAL PARTNERSHIP AND INDUSTRY LINKAGES

The Department of Data Science and Economic Policy currently has partnership with the African Economic Research Consortium, which is based in Kenya. The faculty members also engage with policy-oriented institutions such as the National Development Planning Commission (NDPC), Instituted of Fiscal Studies (IFS), and Institute of Economic Affairs (IEA), among others.

FUTURE PLANS

The Department is currently in the process of Developing an MPhil Programme in Economics and Data Science. The objective of the programme will be to produce graduates with the ability to apply skills of artificial intelligence and machine learning to economic decision making. This programme will be the first of its kind in the country that will combine data science with economics.

The Department will also be producing a quarterly policy briefs on various research works produced by faculty members of the School of Economics. This will be done through the Economic Policy Modelling Unit of the Department. The aim of the quarterly policy briefs is to expose policy makers to research carried out within the School of Economics and influence the policy decision process of government. In addition, the Department, through its Centre for Data Archiving, Management, Analysis and Advocacy (C-DAMAA), will start a working paper series that will provide opportunities for researchers in the School of Economics and the School of Business to present their unfinished research works in order to receive inputs from other researchers across the globe.

OUTREACH AND RESEARCH ACTIVITIES

Roundtable Discussion on the 2020 Budget Statement of Ghana

DDSEP organised another roundtable discussion on the topic “The 2020 Budget Statement of Ghana: A Game Changer or Business as usual” on November 12, 2019 at the Auditorium 900. The roundtable discussion was organised in conjunction with the Department of Finance of the School of Business. The objective of the programme was to analyse whether or not the 2020 budget statement followed the usual budget statements in election years for which Ghana is known. The discussion, thus, sought to analyse targeted deficit, macroeconomic



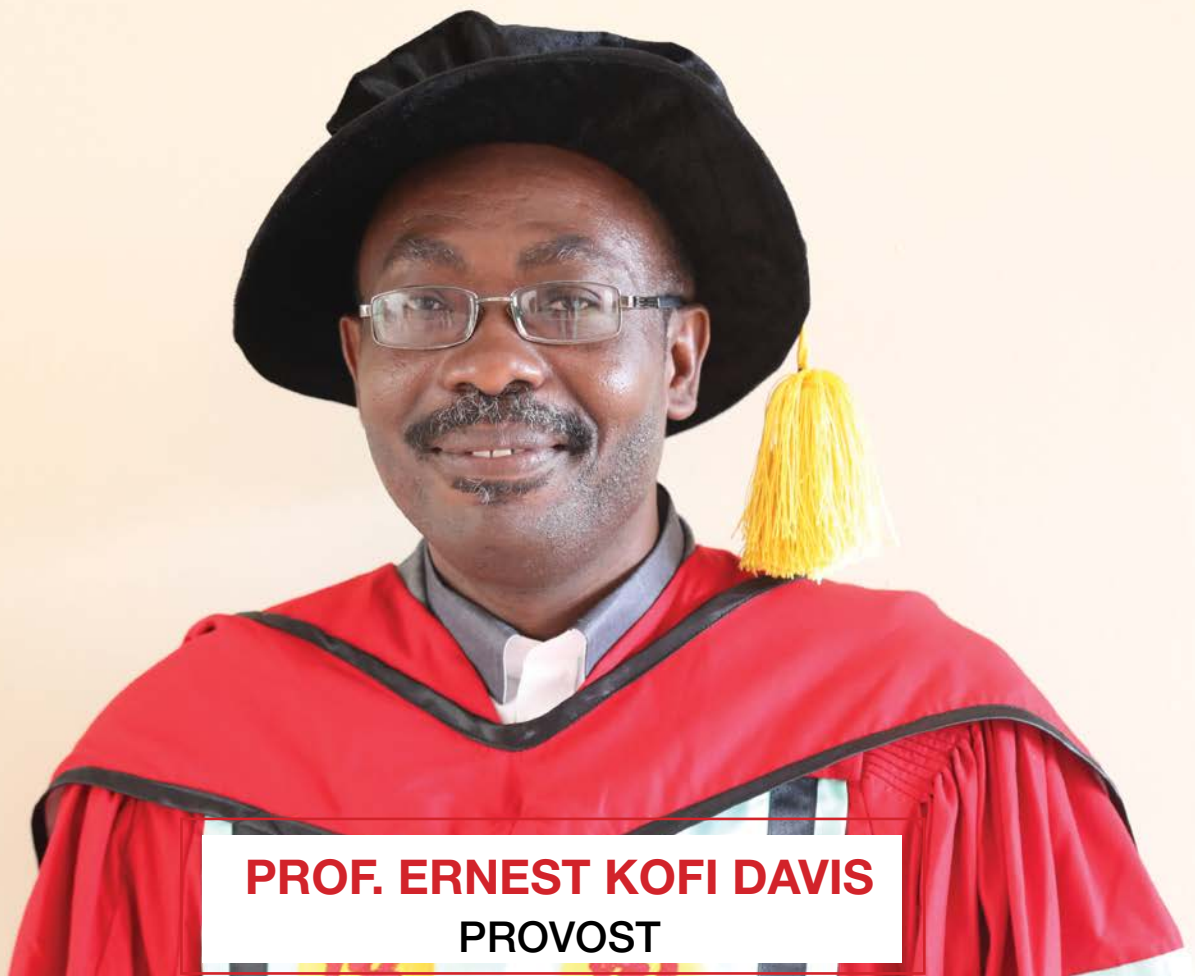
A student asked a question during the Roundtable Discussion in the 2020 Budget Statement of Ghana.



The Dean of the School of Economics, Dr. Emmanuel Asmah seated during the Roundtable Discussion.

projections for inflation, exchange rate as well as economic growth rate. The Department used the Ghana Model (which it worked closely with the NDPC to develop) to forecast the fiscal balance, economic growth rate as well as inflation based on proposed government policies and programme in the 2020 Budget.

The discussions focused on issues of macroeconomic stability, performance of the real sector, fiscal policy position, power agreement rationalisation, private sector and entrepreneurship development and industrialisation drive. The Roundtable Discussion brought together academics, policymakers, and industry players under one umbrella. The lead discussants of the discussions were: Dr. Emmanuel E. Asmah - Dean of School of Economics; Dr. George Tackie – Head of Department, Department of Accounting; Dr. Francis K. Andoh, Department of Applied Economics; and Mr. Seyram Kawor - Department of Finance.



PROF. ERNEST KOFI DAVIS
PROVOST

COLLEGE OF EDUCATION STUDIES

INTRODUCTION

The College of Education Studies (CES) is one of the five Colleges in the University of Cape Coast. It has the mandate of training high calibre personnel for Ghanaian educational institutions, research educational systems, and training of other professionals for all sectors of the economy.

The College runs a three-tier collegiate system which comprises fifteen (15) academic departments/centres and these have been organised into three (3) Faculties and one (1) School. The College is also in charge of the Resource Centre for Alternative Media and Assistive Technology (R-CAMAT).

VISION

The Vision of the College is to play a leading role in the training of high calibre personnel for Ghanaian educational institutions and research educational systems; adopt a range of theoretical, methodological and disciplinary approaches; and enhance policy and practice in education by providing high quality programmes of education, training and consultancy with and for its key constituencies, locally and internationally.

MISSION

The College seeks to provide opportunities for the development of critical thinking, to challenge both staff and students to be creative and responsive to national needs and aspirations, and to forge links with local and international institutions of higher learning.

CORE VALUES

The College is committed to:

Diversity: Relying on the strength we have through the diverse background of our students, staff and faculty, we provide equal opportunity to all and strive to care for each other both personally and professionally.

Openness: We are open to accepting multiple perspectives from our students, staff, faculty and our stakeholders.

Transparency: We operate in a transparent manner that portrays our accountability to each other, our students, and the general University.

Collaboration: Guided by the knowledge that one person does not have all the answers we are dedicated to a constructive and team-oriented working and learning environment.

Excellent Service: To make our students competitive in today's contemporary world, we make every effort to provide them with excellent service.

Continuous Professional Growth: We strive to attain operational excellence by providing professional development activities for our staff in an on-going manner.

Innovation: We encourage innovation through creative and critical thinking and the use of contemporary technology.

TEACHING PHILOSOPHY

The philosophy underlying teacher preparation and development in our College has the following four (4) key dimensions:

- Develop creativity, critical thinking and problem-solving skills among students to make them life-long learners.
- Provide inclusive and equitable learning opportunities to engender learning progress of all students.
- Promote student knowledge construction and provide opportunities for them to take responsibility for their learning.
- Optimise emerging instructional methods and technology.

RESEARCH AGENDA

Improving Teaching and Learning Outcomes for Sustainable Development

STRUCTURE OF THE COLLEGE

The three Faculties and the School under the College with their constituent Departments/Centres are listed as follows:

FACULTY OF HUMANITIES AND SOCIAL SCIENCES EDUCATION (FOHSSE)

- Department of Arts Education (DAE)
- Department of Business and Social Sciences Education (DOBSSE)

FACULTY OF SCIENCE AND TECHNOLOGY EDUCATION (FSTE)

- Department of Science Education (DSE)
- Department of Mathematics and Information, Communication and Technology Education (MICTE)
- Department of Health, Physical Education and Recreation (HPER)
- Department of Vocational and Technical Education (VOTEC)

FACULTY OF EDUCATIONAL FOUNDATIONS (FEF)

- Department of Education and Psychology (DEP)
- Department of Basic Education (DBE)
- Department of Guidance and Counselling (DGC)
- Counselling Centre (CC)
- Centre for Child Development Research and Referral (CCDRR)
- Resource Centre for Alternative Media and Assistive Technology (R-CAMAT)

SCHOOL OF EDUCATIONAL DEVELOPMENT AND OUTREACH (SEDO)

- Institute of Education (IoE)
- Institute for Educational Planning and Administration (IEPA)
- Centre for Teacher Professional Development (CTPD)
- Centre for Teaching Support (CTS)

MANAGEMENT OF THE COLLEGE

The College is managed by the College Management Committee whose current membership is as follows:

- | | | |
|-----------------------------|---|---|
| • Prof. Ernest Kofi Davis | - | Provost |
| • Prof. Eric Nyarko Sampson | - | Dean, Faculty of Educational Foundations |
| • Prof. George K. T. Oduro | - | Dean, School of Educational Development and Outreach |
| • Prof. Cosmas Cobbold | - | Dean, Faculty of Humanities and Social Sciences Education |
| • Prof. Douglas D. Agyei | - | Dean, Faculty of Science and Technology Education |
| • Mrs. Evelyn Nyan | - | Ag. College Registrar |
| • Ms. Kate Aba Sam | - | Ag. College Finance Officer |

The Dean of the Faculty of Educational Foundations, Prof. Eric Nyarko Sampson, is on a two-year leave of absence effective 1st June, 2020.

The Vice-Deans of Faculty/School are:

- | | | |
|-------------------------------|---|---|
| • Prof. (Mrs.) Sarah Darkwa | - | Faculty of Science and Technology Education |
| • Rev. Prof. Seth Asare-Danso | - | Faculty of Humanities and Social Sciences Education |
| • Prof. Joseph K. Gyimah | - | Faculty of Educational Foundations |

- Prof. (Mrs.) Rosemary S. Bosu - School of Educational Development and Outreach

STUDENTS ENROLMENT

Undergraduate (Regular)

• Faculty of Science and Technology Education	-	1,770
• Faculty of Humanities and Social Sciences Education	-	2,769
• Faculty of Educational Foundations	-	1,005
Total	-	5,544

Postgraduate (Regular)

• Faculty of Science and Technology Education	-	262
• Faculty of Humanities and Social Sciences Education	-	168
• Faculty of Educational Foundations	-	251
• School of Educational Development and Outreach	-	67
Total	-	748

Undergraduate (Sandwich)

• Faculty of Educational Foundations	-	599
• School of Educational Development and Outreach (Institute of Education)	-	5,825
Total	-	6,424

Postgraduate Students (Sandwich)

• Faculty of Science and Technology Education	-	530
• Faculty of Humanities and Social Sciences Education	-	330
• Faculty of Educational Foundations	-	310
• School of Educational Development and Outreach	-	425
Total	-	1,595

ACADEMIC STAFF STRENGTH AS AT JUNE, 2020

• Professors	-	7
• Associate Professors	-	16
• Senior Lecturers	-	44
• Lecturers	-	46
• Assistant Lecturers	-	13
• Senior Research Fellows	-	2
• Research Fellows	-	5
Total	-	133

STAFF DEVELOPMENT/AWARDS

During the year under review, the College recommended granting of study-leave with sponsorship to qualified staff to undertake various programmes leading to the award of Diplomas, BEd, MPhil and PhD Degrees.

ACHIEVEMENTS

During the period under review, the College chalked a number of successes. The following are summary of the significant ones:

Development of New Academic Programmes

The period under review saw increase in the development of new programmes from the Faculties and School in the College which are at the various levels of approval for accreditation. Three of such programmes have received accreditation and are currently being run. They are:

- BEd Fine Art - Painting and Sculpture
- BEd Communication Design
- Diploma in Sign Language Interpretation

Workshops/Conference and Seminars

A policy dialogue was organised in which resource persons were brought to take faculty through the National Teacher Education Curriculum Framework, the National Teachers' Standard and the new Standards Based Curriculum.

Collaborations/Linkages

Through its partnership with Michigan State University, some students from the College are going to participate in exchange programme starting 2020/2021 academic year. The programme will be funded through the Reeves Scholarship programme which is based in the Michigan State University. Faculties and Departments within the College have also been actively involved in collaboration with local and international institutions during the period under review.

The Institute for Educational Planning and Administration was upgraded to a Category II Institute of UNESCO during the General Conference of the United Nations Educational, Scientific and Cultural Organisation (UNESCO) in November, 2019.

Physical Development

During the period under review, the College saw some improvement in physical infrastructure. For example, the two College of Education Studies blocks at the old site which were leaking were re-roofed. The College of Education Studies Library was painted; the Institute of Education new block which had deteriorated was also renovated.

Community Service

The College, through its Departments and Centres, continues to support various Ministries and Sectors in the country. For example, since the inception of the Teacher Licensure Examinations in Ghana, the Institute of Education has supported the Ministry of Education in the administration of the Examinations, The Institute of Education also developed the BEd Curriculum for Colleges of Education and is currently responsible for the first batch of the students on the new BEd programme in all the 46 Colleges of Education in the country. The Institute for Educational Planning and Administration runs the maiden GES promotion examinations on behalf of the Ministry of Education. The Centre for Teaching Support offered training of academics at Nursing Training Colleges and other institutions. The Centre for Teacher Professional Development has since 2019 provided pedagogical training for tutors of Agriculture Colleges in the Country. This training will end in 2021.

Research

During the period under review, the College's research output improved significantly. Apart from increase in research output as a result of increase in postgraduate research studies, the research output of faculty has also increased significantly. This is evident in the significant increase in conference/workshop attendance and publications by faculty.

Visibility

The College has provided information of staff online.

FUTURE PLANS

The College intends to:

- work closely with all stakeholders in education, especially, the Ministry of Education in the training of professional teachers at the Colleges of Education.
- improve the staffing situation in the College by recommending highly qualified applicants for appointment.
- improve inter-departmental research collaboration.
- forge collaborations with international partners.
- establish state-of-the-art I.T. conference facility in the College.
- build online database for publication of lecturers, staff, and students.
- construct a multi-purpose building complex to accommodate all the Faculties.

FACULTY OF HUMANITIES AND SOCIAL SCIENCES EDUCATION

INTRODUCTION

The Faculty of Humanities and Social Sciences Education was created in 2016 when its parent College, the College of Education studies was elevated to a three-tier college. At present, the Faculty has two departments; the Department of Business and Social Sciences Education and the Department of Arts Education. These two departments evolved from the former Department of Arts and Social Sciences Education. There are ongoing plans to further break the Department of Business and Social Sciences Education into two departments, namely Business Education and Social Sciences Education. This plan has, however, delayed because of the inadequate number of office spaces and Lecturers/Senior Lecturers with a specialisation in business education.

VISION

To become a leading Faculty in quality educational research and students' academic growth.

MISSION

To provide leadership and inspiration in teaching, research and outreach programmes to promote learning and human resource development.

NEW STUDENTS ENROLMENT

The total enrolment for the Faculty was 1,119 comprising 894 regular undergraduate students, 77 graduate students and 148 Sandwich Students.

DEAN'S OFFICE STAFF

- Prof. Cosmas Cobbold - Dean
- Rev. Prof. Seth Asare - Vice-Dean
- Mrs. Edinam Bernice Amenumey - Faculty Officer
- Mrs. Anastasia A. Ahadzi - Junior Assistant Registrar (on study leave)
- Ms. Eunice Konadu - Faculty Accounts Officer
- Ms. Mavis Antwi - Principal Administrative Assistant
- Ms. Regina Yangtul - Administrative Assistant
- Mr. Alfred Yeboah - Senior Messenger/Cleaner

STAFF DEVELOPMENTS/AWARDS

One out of the five Assistant lecturers, for whom the Faculty recommended the granting of study leave with pay to pursue various doctoral programmes completed and graduated in 2019 and has since been elevated to the rank of a lecturer. Another has defended his thesis. The rest are also at various stages of completion.

STUDENTS' SUPPORT SERVICES

Job Search and Placement Services

The Departments have continued to facilitate the attachment of students to corporate organisations and schools, to give the students some practical experience in the world of work.

PHYSICAL STRUCTURES AND VIRTUAL INFRASTRUCTURE

There have been some major refurbishments and ongoing renovation in the Faculty during the year under review. These include:

- The fixing of an electronic door at the entrance of the Faculty to regulate the entry of people into the faculty outside working hours.
- The acquisition of two internet routers during the period, one for the Faculty's Library for the benefit of students and the other positioned at the Dean's Office to provide access in lecturers' offices as well as the departments.
- Ongoing renovation work in the faculty washrooms which would hopefully be completed by the beginning of the next academic year.

FUTURE PLANS

Some of the Faculty's future plans are as follows:

- Securing all the outer windows of the Faculty with burglar proof, following the theft cases that have engulfed the University as a whole.
- Working to introduce its first Journal, Journal of Humanities and Social Sciences Education by next academic year.
- Introducing Diploma and BEd (School Administration) in the sandwich mode.
- Recruiting more lecturers.
- Decoupling the Business and Social Sciences Education to create two (2), separate departments, the Department of Business Education and the Department of Social Sciences Education.

- Developing discipline-based programmes for the Department of Arts Education, for example, BEd (French) and BEd (English), instead of BEd (Arts) with specialisation, has also begun.

DEPARTMENT OF ARTS EDUCATION

INTRODUCTION

The Department of Arts Education is one of the Departments in the Faculty of Humanities and Social Sciences Education. It was established in 2016/2017 academic year, after the former Department of Arts and Social Sciences Education (DASSE) was upgraded to a Faculty.

VISION

To be a leading Arts Education Department that epitomizes excellence in the training of teachers and conduct of research to address the socio-economic problems in Ghana and the World.

MISSION

The Department strives towards advancing knowledge in Arts Education through effective teaching, learner-support, mentoring, research, and community engagement.

ACADEMIC PROGRAMMES

Existing Programmes

The Department currently runs the following programmes at the graduate and undergraduate levels:

Graduate Programmes (Regular)

- Doctor of Philosophy (PhD) Arts Education
- Master of Philosophy (MPhil) Arts Education

Graduate Programme (Sandwich)

- Master of Education (MEd.) Arts Education
- Undergraduate Programme (Regular)
- Bachelor of Arts Education (BEd Arts)

New Undergraduate Programmes being developed (Regular)

- Bachelor of Education (History)
- Bachelor of Education (Religion)
- Bachelor of Education (French)
- Bachelor of Education (English)
- Bachelor of Education (Ghanaian Language)
- Bachelor of Education (Music)

New Graduate Programmes Introduced

The Department has introduced the Master of Philosophy (MPhil) Arts Education (Top Up) on both regular and sandwich modes to enable students with MEd. Arts Education certificate to upgrade their qualification to MPhil.

STUDENTS' ENROLMENT

During the period, the Department admitted the following categories of students into various programmes:

Programme (s)	Number of Students
---------------	--------------------

Undergraduate

- | | |
|------------|--------------|
| • BEd Arts | - <u>335</u> |
|------------|--------------|

Postgraduate Programme (Regular)

- | | |
|------------------|------------|
| • MPhil English | - 4 |
| • MPhil French | - 2 |
| • MPhil Religion | - 6 |
| • MPhil History | - <u>1</u> |
| | <u>13</u> |

Postgraduate Programme (Sandwich)

- | | |
|--|-------------|
| • MEd Arts Education (French) | - 03 |
| • MEd Arts Education (English) | - 11 |
| • MEd Arts Education (Ghanaian Language) | - 03 |
| • MEd Arts Education (History) | - 04 |
| • MEd Arts Education (Religious Studies) | - <u>04</u> |
| | <u>25</u> |

Postgraduate Programme (Regular)

- | | |
|---|-------------|
| • PhD Arts Education (English Language) | - <u>04</u> |
|---|-------------|

SUPPORTING STAFF

- | | |
|----------------------------|--------------------------------------|
| • Mr. Kweku Holman | - Teaching Associate |
| • Ms. Dorcas Pearl Slippe | - Teaching Associate |
| • Mr. Godfred Fiifi Tandoh | - Principal Administrative Assistant |
| • Mr. Alfred Donkor | - Senior Clerk |
| • Mr. Samuel Abunko | - Head Cleaner |

STUDENTS' SUPPORT SERVICE

Counselling

Given the importance of counselling, the Department assigned academic advisors/counsellors to students at various levels to address their academic challenges.

Job Search and Placement Services

The Department trained and prepared a lot of graduates who have been absorbed and are occupying high offices and positions in the Ghana Education Service and other educational institutions of higher learning and research.

Staff and Students Engagement

The Department constantly engages its students and staff in student/staff consultative meetings in an attempt to listen, address, and clarify various concerns, questions and needs of the students.

PHYSICAL STRUCTURES AND VIRTUAL INFRASTRUCTURE

Physical structures put up or refurbished

The Department has refurbished most of the offices belonging to its teaching staff.

ICT Infrastructure and Equipment

Preparations are still on course to secure a full Departmental ICT laboratory for students.

FUTURE PLANS

The Department is close to a collaboration with the Centre for International Education (CIE) for possible exchange programmes.

DEPARTMENT OF BUSINESS AND SOCIAL SCIENCES EDUCATION

INTRODUCTION

The Department of Business and Social Sciences Education under the Faculty of Humanities and Social Sciences Education has the mandate to train teachers in the various Business and Social Sciences disciplines, namely, Accounting, Business Management, Economics, Geography, and Social Studies through teaching, research and curriculum development.

VISION

To become a leading Department of education recognised for its diversity and known for excellence in teaching, learning and research.

MISSION

To provide leadership and inspiration for excellence in teaching and research to promote learning and human resource development.

ACADEMIC PROGRAMMES

The following are the programmes run by the Department and the students' admissions for the period:

Under-graduate Programmes (Regular)

Programme		Number of Students
• BEd Accounting	-	145
• BEd Management	-	105
• BEd Social Sciences	-	258
• BEd Social Studies	-	<u>51</u>
Total number of students	-	<u>559</u>

Postgraduate Programmes (Regular)

Programme		Number of Students
• MPhil Accounting Education	-	24
• MPhil Curriculum & Teaching	-	4
• MPhil Economics Education	-	10
• MPhil Management Education	-	<u>15</u>

Total number of students - 53

Postgraduate Programmes (Regular)

Programme	Number of Students
• PhD Accounting Education	- 3
• PhD Curriculum & Teaching	- 5
• PhD Economics Education	- 1
• PhD Management Education	- <u>3</u>
Total number of students	- <u>12</u>

Postgraduate Programmes (Sandwich)

Programme	Number of Students
• MEd. Accounting Education	- 15
• MEd. Economics Education	- 8
• MEd. Management Education	- 19
• MEd. Social Studies Education	- <u>81</u>
Total number of students	- <u>123</u>

Sandwich Top-Up Programmes

Programme	Number of Students
• MPhil Accounting	- 8
• MPhil Management	- 6
• MPhil Social Studies	- <u>13</u>
Total number of students	- <u>27</u>

The Department has:

• Professor	- 1
• Associate Professors	- 2
• Senior Lecturers	- 3
• Lecturers	- 4
• Assistant Lecturer	- 5
• Teaching Associate	- 4
• Teaching Assistants	- 2
• Graduate Assistants	- 2
• Demonstrators	- 3
• Principal Administrative Assistant	- 1
• Senior Administrative Assistant	- 1
• Clerk Grade I	- 1
• Senior Cleaner	- 1

STAFF DEVELOPMENT/AWARDS

The Department prioritizes staff development and facilitated the granting of study leave with pay to four Assistant lecturers who are pursuing doctoral programmes. One of them has

graduated and the rest are at various stages of completion.

STUDENTS' SUPPORT SERVICES

Counselling

The Department assigned academic counsellors

Name of Lecturer	Level assigned
• Prof. Kankam Buadu	- Level 100 & MPhil Students
• Prof. Cosmas Cobbold	- Level 200 BEd (Social Studies) & PhD Students
• Prof. Bethel Tawiah Ababio	- Level 300 & 400 BEd (Social Sciences)
• Dr. Joseph Tufuor Kwarteng	- Level 300 & 400 BEd (Accounting) & Level 400 BEd (Management)
• Dr. Alhaji Mumuni Baba Yidana	- Level 300 & 400 BEd (Social Studies)
• Dr. Bernard Sekyi Acquah	- Level 100 & 200 BEd (Social Sciences) & Level 300 BEd (Management)
• Dr. Leticia Bosu	- Level 100 & 200 BEd (Accounting)
• Dr. Isaac Atta Kwenin	- Level 100 BEd (Social Sciences)
• Ms. Magdalene Brown	- Level 100 & 200 BEd (Management)

Job Search and Placement Services

Graduates of the Department over the years have been employed by the Ghana Education Service and other corporate institutions such as banks and other financial institutions.

PHYSICAL STRUCTURES AND VIRTUAL INFRASTRUCTURE

- The Head of Department's office has been refurbished
- Creation of Pantry/Kitchen: Although the Department has a challenge with office space, it has managed to create a space (pantry/kitchen) for its members including the faculty.
- Computers and accessories and air-conditioners were purchased for the offices of some senior members.

INTERNATIONAL PARTNERSHIPS AND INDUSTRY LINKAGES

The Department is currently initiating contacts with the Centre for International Education (CIE) with the hope of organising exchange programmes for its MPhil and PhD students to expose them to current research trends and methodologies to enhance their work.

FUTURE PLANS

Introduction of Diploma and a collaboration with the Institute of Educational Planning and Administration (IEPA) for the possible introduction of BEd (School Administration) under the sandwich stream/programmes.

CONCLUSION

The Faculty had a successful year in spite of the infrastructural challenges. With dedicated staff and new programmes that it plans to roll out in the near future, the Faculty is poised to achieve its vision of being the best in educational research.

FACULTY OF SCIENCE AND TECHNOLOGY EDUCATION

INTRODUCTION

The Faculty of Science and Technology Education (FSTE) is one of the newly created Faculties that emerged after the re-organisation of the two-tier College of Education Studies into a three-tier collegiate system in August 2016. The Faculty consists of four academic departments: namely Departments of Science Education, Mathematics and Information, Communication and Technology Education, Vocational and Technical Education, and Health, Physical Education and Recreation.

VISION

To be the best in the country for the training of teachers and other professionals in the area of Science, Mathematics, Health, Physical Education and Recreation, Vocational and Technical Education, and Information and Communication Technology.

MISSION

To prepare teachers and other professionals whose content background is rich and deep in the area of Science, Mathematics, Information and Communication Technology, Health, Physical Education and Recreation, and Vocational and Technical Education and are proficient in teaching, research and practice in their specialty areas using available contemporary technology. Using research and active learning experiences within a supportive community, the Faculty of Science and Technology Education seeks to train graduates to also be research oriented, responsive citizens, and effective leaders in science, mathematics, health, physical education, vocational and technical education, and information and communication technology education.

OBJECTIVES

The objectives of the Faculty of Science and Technology Education are to:

- train high quality students in Science, Mathematics, Health, Physical Education and Recreation, Vocational and Technical Education, and Information and Communication Technology to meet the increasing demands in Ghana's educational set up and society as a whole;
- equip students with Science, Mathematics, Health, Physical Education, Vocational and Technical Education, and Information and Communication skills to solve societal problems;
- prepare leaders in the field of science and technology education to effect positive changes in education and society.

MANAGEMENT AND STAFF OF THE DEAN'S OFFICE

The Office of the Dean is being managed by the following:

- Prof. Douglas Darko Agyei - Dean
- Prof. Sarah Darkwah - Vice-Dean
- Dr. (Mrs.) Mary Owusu Obimpeh - Faculty Officer
- Dr. Godwin Kwame Aboagye - Faculty Exams & Registration Officer

Currently, the office has a staff strength of nine in the following categories;

- Senior Members - 4
- Senior Staff - 3

- Junior Staff - 2

STRATEGIC PLAN

In the year under review, the Strategic Plan of the Faculty from 2019-2023 was developed and accepted by the Faculty Board.

ACADEMIC DEPARTMENTS

- Department of Science Education (DSE)
- Department of Mathematics and Information, Communication and Technology Education (DMICTE)
- Department of Vocational and Technical Education (VOTEC)
- Department of Health, Physical Education and Recreation (HPER)

ACADEMIC PROGRAMMES

New programmes for two of our departments have been approved by the Faculty Board pending the final approval from the College of Education Studies Board as well as the Academic Board of the University. The new programmes that had the Faculty Board approval are stated below:

- BEd Building Construction Technology.
- BEd Home Economics-Sandwich
- MEd./MPhil/PhD Clothing and Textiles Education
- MEd./MPhil/PhD Foods and Nutrition Education
- MEd./MPhil/PhD Family and Consumer Science Education
- Master of Philosophy (MPhil) Health Education and Physical Education Top-Up programme

STAFF DEVELOPMENT/AWARDS

With respect to new appointments in the Faculty, one faculty member was added to each of the departments. Out of this, 3 were appointed as Lecturers and one as a Senior Lecturer. In terms of promotion, one staff was promoted to a Lecturer while another got Senior Lecturer status in the Department of Science Education.

INTERNATIONAL PARTNERSHIP

The Faculty, through the Department of Vocational and Technical Education, has been registered with UNESCO. Subsequently, an African BILT conference has been scheduled to be hosted by UCC next academic year

FUTURE PLANS

- The Faculty has plans to decouple the current Mathematics and ICT Education department.
- There are plans to ensure that all lecturers use the LMS for teaching and learning alongside the normal face-to-face system.

DEPARTMENT OF HEALTH, PHYSICAL EDUCATION & RECREATION

INTRODUCTION

The Department of Health, Physical Education and Recreation continues to offer excellent academic programmes and services. The Department continues to offer an undergraduate programme in core Physical Education and Health Education. Our Master's programmes in Physical Education and Health Education continue to attract professionals in tertiary institutions, the Ghana Education Service and the Ghana Health Service, especially from their training institutions. Our PhD programme in Physical Education has emphasis in areas in (curriculum and pedagogy studies, sports science, sports management and sports psychology). The Health Promotion has emphasis in (school health, occupational health, maternal health, and mental health). At the moment the Department has graduated 11 PhD students who started the programme in 2014/2015. The PhD programme in Physical Education in the Department is the first of its kind in Ghana and it is expected to serve crucial national needs.

VISION

To have a department that is well positioned for global recognition.

MISSION

To realise this vision, the Department offers market-driven programmes and services that respond to critical needs of society in the areas of health, physical activity, recreation, and sports. The Department offers academic programmes, research activities and outreach services that produce well grounded (cognitive, affective and psychomotor) graduates at all levels of expertise with inclusion and equal opportunity.

During the 2019/2020 academic year, the Department admitted a total of 69 students. Out of the number, 21 are females (representing 30%) and 45 are males (representing 65%). The table below shows the distribution.

PROGRAMME	TOTAL	FEMALE	MALE
PhD (Health Promotion)	13	8 (62%)	5 (38%)
PhD (Physical Education)	5	3 (60%)	2 (40%)
MPhil (Health Education)	3	1(33%)	2 (67%)
MPhil (Physical Education)	12	3 (25%)	9 (75%)
MA (Health Education)	29	19 (65.5%)	10 (34.5%)
MEd. (Physical Education)	15	3 (20%)	12 (80%)
MPhil (Health Education) Top-Up	8	3 (37.5%)	5 (62.5%)
MPhil. (Physical Education) Top-Up	13	2 (15%)	11 (85%)
BEEd (HPER)	36	9 (25%)	27 (75%)
	134	51 (38%)	83 (62%)

Currently, the Department has 9 full-time lecturers. Some part-time lecturers and demonstrators have also been employed to teach some of the courses.

STAFF DEVELOPMENT/AWARDS

The Department continued implementing its staff development plan to improve the teaching staff situation. The year under review saw Dr. Thomas Hormenu winning an African Postdoctoral Fellowship Training Initiative (APTI) award at the National Institute of Health (NIH); Bethesda-Maryland, USA and he is currently undergoing training.

Again, Dr. (Mrs.) Salome Amisah-Essel won a research grant awarded by the Directorate of Research, Innovation and Consultancy (DRIC) in 2019.

STUDENTS' SUPPORT SERVICES

Counselling

The Department has academic advisors who counsel the students on academic issues.

Staff and Student Engagements

Staff and students of the Department meet regularly to discuss issues of mutual concern.

PHYSICAL STRUCTURES AND VIRTUAL INFRASTRUCTURE

Physical structures put up or refurbished

- The Department officially opened its much-awaited Physical Fitness and Wellness Centre to the University community.
- There was installation and repair of the Department's internet connectivity.

ACADEMIC PROGRAMMES

The Department introduced the Master of Philosophy (MPhil) Health Education and Physical Education Top-Up programme.

FUTURE PLANS

- The Department plans to collaborate with the office of the sports coach to provide a tartan track and an Olympic size swimming pool to enhance academic work and national training and coaching.
- The Department also plans to convert its present building into a two-storey building to allow for more lecture rooms and offices.
- The Department has plans to eventually become a School of Health, Physical Education, Sports, Recreation and Dance.

DEPARTMENT OF SCIENCE EDUCATION

INTRODUCTION

The Department of Science Education (DSE) originates from the erstwhile Department of Science and Mathematics Education (DSME) which was split into three (3) as part of the collegiate system in August 2016. However, in August 2017, the then Department of Health Science Education (DHSE) was merged with the Department of Science Education due to some policy implementation review and has since been part of the Department of Science Education. DSE currently runs science and health science education programmes (regular and sandwich basis) at the undergraduate level. At the masters (both regular and sandwich basis) and doctoral levels, the Department runs programmes in the sciences. The programmes run by the Department are BEd (Science), BEd (Health Science) and MEd./MPhil/PhD in Science Education. The Department has three teaching laboratories for chemistry, physics and biology practical in addition to a woodwork shop.

VISION

To strive to be recognised as the most outstanding department for the training of science educators.

MISSION

To prepare Science Educators who will be highly proficient in their subject areas, pedagogy, curriculum issues and research using active learning approaches, methodologies and technologies.

STAFFING SITUATION

The number of staff in the Department of Science Education as at May, 2020 is twenty-two (22). with the following categories: Senior Members (9), Laboratory Technologists/Technicians (3) Administrative staff (5), Carpentry staff (5), Driver (1), National service (8), Care taker, Health Sciences Hostel at Ankaful (1).

STUDENTS' ENROLMENT

The following table provides a summary of number of students admitted in the Department in the last academic year.

Students' enrolment for Science Education Programme

S/N	Programme	Male	Female
1	B. Ed. (Science Education)	84	36
2	MEd. (Science Education)	36	19
3	MPhil (Top-up)	16	6
4	M. Phil (Science Education)	11	6
5	PhD (Science Education)	3	1

RESEARCH FOCUS

Department of Science Education has three broad emphases of research, namely Access, Equity, and Quality of Teaching and Learning of Science at the Pre-Tertiary Level; Improving Teaching and Learning of Science at all levels of Education through Reflective Teaching Practice.

RESEARCH ACTIVITIES

- One (1) Assistant Lecturer, Mr. Charles Deodat Otami, successfully completed his PhD programme.
- Some Senior Members have produced publications in their various areas of specialisation in different reputable journals.

STAFF DEVELOPMENT/AWARDS

- One (1) Teaching Associate, Dr. (Mrs.) Elizabeth Darko Agyei, has been appointed as a Lecturer.
- One (1) Lecturer was promoted to Senior Lecturership rank.
- A professor on post-retirement completed his contract with the department.

STUDENTS' SUPPORT SERVICES

- Students received counselling services on academic matters and any other student-related issues from academic advisors assigned to them.
- Students were also assisted with introduction letters to facilitate their placement during attachments and job search.
- Seminars for thesis updates were also organised to provide opportunity for the students to present their research work.

INTERNATIONAL PARTNERSHIPS

DSE is currently working on a collaboration with University of South Florida.

DEPARTMENT OF VOCATIONAL AND TECHNICAL EDUCATION

INTRODUCTION

The Department of Vocational and Technical Education was established in 1993 through the assistance of the United Nations Development Programme (UNDP) and the Government of Ghana, with the vision of training qualified educators in Vocational and Technical Education to take up teaching and supervisory roles in Education and the Service Industry. In March, 2010, the Department was accepted by UNEVOC as one of its centres for disseminating information on developments in Vocational and Technical Education.

VISION

The vision of the Department is to strive to be the best trainer of trainers, policy analysts, researchers and administrators in the formal and informal sectors of the Vocational and Technical Education system in Ghana with rich background in content and practice.

MISSION

Significantly contribute to the mission of University of Cape Coast being the University of Choice in Ghana by producing high calibre educators, facilitators, and researchers in Vocational and Technical Education.

COLLABORATION

The Department is in the process of being registered as a UNESCO member in order to hold the African Regional BILT Network Conference next year.

RESEARCH FOCUS

The research foci of the various Units in the Department are as follows:

Clothing and Textiles Unit

- Performance of lining fabric used for garment production
- Performance of suitable fabric(s) for the production of fabric face mask for covid-19 in Ghana

Management Unit

- Effective Pedagogical Skills for 'on-the-job' vocational installation Tutors
- Advancing Social Integration and Intergenerational Solidarity for families of today

Foods and Nutrition Unit

- Developing Glycemic Indices of Ghanaian Local Foods
- Producing Vegan Yogurt and Probiotics
- Developing Food Product

PROGRAMMES AND COURSES

The Department offers at the undergraduate level, Bachelor of Education (Home Economics) programme, focusing on two elective areas namely: Food and Nutrition and Clothing and Textiles, with Family and Consumer Science, Entrepreneurship and Home Economics Education as core areas for all students. At the postgraduate level, the Department offers Master of Philosophy (Home Economics Education) with specialisation in Food and Nutrition, Family Resource Management and Clothing and Textiles. The Department also offers a MPhil and BEd Home Economics on sandwich basis.

STUDENTS' ENROLMENT

- A total of 309 enrolled into the undergraduate programmes of the department:
 - » 21 students opted to read Clothing and Textiles
 - » 263 opted for Foods and Nutrition
 - » 3 students for Fine Art and Sculpture
 - » 22 students for Communication Design
- A total of 26 students were enrolled into MPhil Home Economics
- The Department has a student population of 750 made up of 644 undergraduate students and about 80 graduate students.
- The Department also has a Sandwich population of about 209
 - » 90 continuing
 - » 119 fresh candidates

STAFFING POSITION

The Department has nineteen (19) teaching staff. This is made up of one (1) Professor and one (1) Associate Professor, five (5) Senior Lecturers, five (5) Lecturers, three (3) Assistant

Lecturers and four (4) Teaching Associates. The teaching staff are supported by administrative and ancillary staff totaling 17.

PHYSICAL STRUCTURES

The Art Shed has been completed and handed over to the Department and is being used for the BEd Communication Design and BEd Fine Art (Painting and Sculpture) Programmes. The new Foods and Nutrition laboratory has also been completed and awaiting to be handed over to the Department.

NEW ACADEMIC PROGRAMMES IN THE DEPARTMENT

Undergraduate Level

The Department has revised the Home Economics Programme which is at the Academic Affairs. The Department has started running two new programmes (BEd Fine Art (Painting or Sculpture) and BEd Communication Design) in the 2019/2020 academic year.

The BEd Building Construction Technology programme has been approved by the Academic Board and been forwarded to the National Accreditation Board.

Post Graduate Level

The underlisted programmes are pending approval at the Academic Board:

- MEd./MPhil/PhD Clothing and Textiles Education
- MEd./MPhil/PhD Foods and Nutrition Education
- MEd./MPhil/PhD Family and Consumer Science Education

Sandwich

In addition to the existing MEd. Programmes, the Department is set to start running BEd programmes in Home Economics in the 2020 Sandwich Sessions.

MAJOR CHALLENGES

The Department is faced with a lack of space and there is no room for expansion. Student numbers are outgrowing the capacity of the lecture halls/study areas of the Department. Lecturers are also faced with the same plights as they have to be paired in small offices.

FUTURE PLANS

The Department has plans to run short Certificate programmes in Fashion Design, Textile Design, Cosmetology, Interior Design and Photography.

DEPARTMENT OF MATHEMATICS AND ICT EDUCATION

INTRODUCTION

The Department of Mathematics and ICT Education within the Faculty of Science and Technology Education was established in 2016. It was introduced as a result of the implementation of three-tier collegiate system in the College of Education Studies, UCC in 2016. The department is to provide leadership in Mathematics and ICT Education in the country through Teaching, Research and Outreach Development. The Department runs both undergraduate and postgraduate programmes in Mathematics and ICT Education. Plans are far advanced to introduce new programmes to meet public demand. Before its' establishment, the department run as Computer Science Education and Mathematics Education Units in the then Department of Science and Mathematics Education.

VISION

To have a department that is strongly positioned in Mathematics and ICT Education within the Faculty of Science and Technology Education; College of Education Studies, UCC.

MISSION

The Mathematics and ICT Education department should provide an enabling environment for effective teaching and learning of Mathematics and ICT. It also engages in research related to Mathematics, Mathematics Education, and ICT at different levels and in a variety of modes. The Department is also contributing to the realisation of the vision of the University of Cape Coast by maintaining academic excellence as a University of Competitive Choice.

RESEARCH FOCUS

The research focus of the Department over the past years was to engage in research related to Mathematics Education and ICT Education at different levels and in a variety of modes.

COURSES

The programmes that are run by the Department are outlined below:

Regular/Fulltime

- Bachelor of Education (Mathematics)
- Bachelor of Education (Computer Science)
- MEd (Information Technology)
- MPhil (Mathematics Education)
- PhD (Mathematics Education)

Sandwich

- MEd. Mathematics Education
- MPhil (Mathematics Top-up)

TEACHING

The modes of running programmes in the department are through regular and sandwich sessions.

Students' Enrolment History- 2019

LEVEL	MATHEMATICS EDUCATION	COMPUTER SCIENCE EDUCATION
BEd	169	35
MEd. (IT)	-	3
MPhil	35	-
PhD	12	-
Total	216	38

STAFFING AND POSITIONS

Below are the details of teaching staff and positions in the department during the year under review:

S/N	NAME	SEX	STATUS	RANK
	Dr. Kofi Ayebi Arthur	Male	Full-Time	Senior Lecturer (Head)
	Prof. Douglas. D. Agyei	Male	Full-Time	Associate Professor
	Mr. Alexander Asare-Inkoom	Male	Full-Time	Senior Lecturer
	Dr. Rosemary Twum	Female	Full-Time	Lecturer
	Dr. Christopher Yarkwah	Male	Full-Time	Lecturer
	Dr. Nelly Abaidoo	Female	Full-Time	Lecturer
	Dr. Bernard Akaadom	Male	Full-Time	Lecturer
	Dr. Isaac Benning	Male	Full-Time	Lecturer

DEVELOPMENTS IN THE DEPARTMENT

A new programme BEd (ICT) has been approved, pending incorporating the suggestions from National Accreditation Board (NAB) Team that visited the Department.

The MEd. (Mathematics Education) programme was also due for re-accreditation. A team from National Accreditation Board visited the department to review the programme. The suggestions and recommendations made by the team were incorporated and now the programme is accredited.

The department organised Continuous Professional Development programme for the University JHS teachers on the use of ICT tools for teaching.

The Department is now running MPhil (Mathematics Education) top up for the holders of MEd (Mathematics Education).

STAFF DEVELOPMENT/AWARDS

A Senior member joined the department in the field of Mathematics Education this year. The department is engaging the services of two senior members, one from Basic Education to support with the supervision of Postgraduate students and the other from the Institute of Education to also support in the Teaching and Supervision of Postgraduate students.

One Principal Research Assistant has also been engaged to support with the teaching of undergraduate students.

One Senior member went on retirement, whilst other two Senior members also resigned from the University.

CAPACITY BUILDING AND WORKSHOPS FOR SENIOR MEMBERS

Senior Members had training on the use of Moodle LMS to support teaching, using E-learning to engage students during the COVID-19 pandemic.

The Department has supported Christian Service University College in developing a Postgraduate programme in MPhil Mathematics Education.

Dr. Kofi Ayebi-Arthur is the team leader for computing in the Common Core Programme for Basic Education.

STUDENTS' SUPPORT SERVICES

The Department plans to organise recruitment exercises for the programmes in the department at the Northern part of the country.

PHYSICAL STRUCTURE AND VIRTUAL INFRASTRUCTURE

The Department intends to convert the Textile room of the VOTEC into an E-learning Laboratory for BEd (ICT) and postgraduate programmes in ICT Education.

INTERNATIONAL PARTNERSHIPS AND INDUSTRY LINKAGES

The Department had a visit from University of Electronic Science and Technology of China. The Department in collaboration with the Department of Computer Science and IT and Global Code, UK organise a summer programme in Coding, using Rasberry Pi every year. The programme for this year was cancelled because of the COVID-19 pandemic and hope to continue next year.

ACADEMIC PROGRAMMES

The Department runs two undergraduate and four post graduate programmes. The Department offers teaching services to the Department of Biochemistry. The Department assigns two courses every semester to each of the four Lecturers in the E-learning Unit of CoDE.

FUTURE PLANS

The Department in its quest to achieve its core mandate has decided to create an avenue to generate extra income to expand its activities. This will be done through the revitalisation of the photographic and E-learning unit for commercial purpose. Other departments, that is, VOTEC and HPER, have expressed interest in using the Photography Unit for teaching in their departments.

The Department will also offer services to Senior Members on the use of Moodle LMS.

FACULTY OF EDUCATIONAL FOUNDATIONS

INTRODUCTION

The Faculty of Educational Foundations was established on 1st August, 2016. The Faculty comprises three Departments and three specialised Centres:

- Department of Education and Psychology
- Department of Basic Education
- Department of Guidance and Counselling
- Counselling Centre
- Centre for Child Development, Research and Referral
- Resource Centre for Alternative Media and Assistive Technology (R-CAMAT)

VISION

The Faculty of Educational Foundations has the vision to become a Centre of Excellence for teaching, research, and advocacy through the application of the principles of educational foundations for the development of society.

MISSION

The Faculty's mission is to provide opportunities for the development of critical thinking, to challenge both staff and students to be creative and responsive to the needs and aspirations of society, and to forge links with local and international institutions of higher learning.

STAFFING

The teaching staff strength of the Faculty is 50 and the non-teaching staff strength is 87.

STUDENTS' SUPPORT SERVICES

The Faculty organises Students-Staff consultative meeting every semester. In the year under review, the Faculty in collaboration with the Counselling Centre organised the following workshops for students:

- A two-day Academic Success Workshop (theme: Start your Semester Right: Strategizing your Semester for Balance and Success) on October 14 and 15, 2019 at Auditorium 900.
- A Mental Health and Wellness Programme (theme: Speak Up, Speak Out: Changing Our Conversation on Mental Health) on October 28, 2019 at the C. A. Ackah Lecture Complex Auditorium 900.
- Liaised with Provosts of Colleges, Deans of Faculties and Schools, and Heads of Department to offer Guidance and Counselling Services to "At-Risk Students." This, we believe will:
 - » Help such students identify and address their academic challenges
 - » Equip them with the necessary study skills to improve academically, and
 - » Assist them to address anxieties and fears related to examinations.

INTERNATIONAL PARTNERSHIPS

The Department of Education and Psychology is in the process of collaborating with Clark Atlantic University in the United States of America. The Department of Basic Education and the Counselling Centre have a collaboration with the Auburn University, USA. Through this collaboration there have been several joint activities between the two departments and Auburn University.

ACADEMIC PROGRAMMES

The following undergraduate programmes were offered in the Faculty:

- 4-year BSc (Psychology)
- 4-year BEd (Basic Education)
- 4-year BEd (Early Childhood Education)
- Diploma and Degree in Early Childhood Education by Sandwich mode
- Degree in Early Childhood Education by Regular mode
- Diploma in Ghanaian Sign Language Interpretation

The undermentioned postgraduate programmes were ran by the Faculty:

- MPhil/PhD (Educational Psychology)
- MPhil/MEd./PhD (Measurement and Evaluation)
- MPhil (Clinical Health Psychology)
- MPhil/MA/MEd./PhD (Guidance and Counselling)
- MPhil/PhD (Special Education), and
- MPhil (Basic Education)

NEW PROGRAMMES

New programmes awaiting approval from the Academic Board are as follows:

- M.A /MPhil (Rehabilitation Counselling) by Regular and Sandwich modes
- M.A /MPhil (Student Affairs and Services) by Regular and Sandwich modes

The Faculty is in the process of introducing the following programmes:

- Bachelor of Education in Special Education
- Bachelor of Arts in Guidance and Counselling
- Bachelor of Education in Guidance and Counselling by Regular
- MA/MPhil/PhD in Family and Marital Counselling
- MSc Business Psychology
- MA/MPhil Industrial and Organisational Psychology
- MA/MPhil/PhD Counselling Psychology
- PhD Clinical Health Psychology

STUDENTS' ENROLMENT

The total students' enrolment for the 2019/2020 academic year was 1062 comprising 859 undergraduate students and 203 postgraduate students.

FUTURE PLANS

The Faculty intends to re-accredit all its programmes and expand the services of its specialised centres through more outreach activities. The Faculty also intends to furnish the psychology laboratory in the Department of Education and Psychology.

DEPARTMENT OF GUIDANCE AND COUNSELLING

INTRODUCTION

The Department of Guidance and Counselling, which is located in the same building with the Counselling Centre, was established on August 1, 2016. The Department currently runs graduate programmes in Guidance and Counselling. These programmes, before the establishment of the Department, were run by the Department of Educational Foundations, now the Department of Education and Psychology, and the Counselling Centre. The programmes are run on both regular and sandwich bases. The regular programmes are PhD (Guidance and Counselling) and MPhil (Guidance and Counselling). The M.A in Guidance and Counselling and MEd. in Guidance and Counselling programmes are run on sandwich basis.

VISION

To be a well-positioned Department that will train well-equipped graduates who will excel in teaching and in the provision of professional guidance and counselling services to those in need of such services.

MISSION

To prepare Guidance and Counselling graduates whose content knowledge, skills, values and practical experiences will make them proficient in current trends of teaching, research and provision of guidance services.

STAFF POSITION

The Department is currently being run by eight (8) Faculty members: two (2) Professorial, three (3) Senior Lecturers, two (2) Lecturers, one (1) Assistant Lecturer, and two (2) Part-time Professors. Also, there are three (3) Administrative Staff. The Department is also assisted by lecturers from the Counselling Centre of the University of Cape Coast.

STAFF DEVELOPMENT

One faculty member (1) is pursuing a PhD degree in Guidance and Counselling in the University.

STAFF DEVELOPMENT/AWARDS

During the 2019/2020 academic year, senior members attended local and international conferences and workshops.

STUDENTS' SUPPORT SERVICES

The Department collaborates with the Counselling Centre in offering counselling services to students and staff of the University on psychological, academic, personal and social challenges. The Lecturers in the department, including the part-time professors, also supervised students' thesis and practicum activities.

ACADEMIC PROGRAMMES

New programme approved to be introduced next academic year 2021/2022 are two programmes, Master of Arts/Master of Philosophy in Rehabilitation Counselling (Regular and Sandwich) and Master of Arts/Master of Philosophy in Student Affairs and Services (Regular and Sandwich) are at the Academic Board for approval.

Four other programmes developed are at the Faculty level, subject to approval and for onward submission to the college level. These programmes are:

- Bachelor of Arts in Guidance and Counselling (Regular)
- Bachelor of Education in Guidance and Counselling (Regular)
- MA/MPhil/PhD in Family and Marital Counselling
- MA/MPhil/PhD Counselling Psychology

FUTURE PLANS

The Department will carry out departmental research.

DEPARTMENT OF EDUCATION AND PSYCHOLOGY

INTRODUCTION

The Department of Education and Psychology is one of the Departments in the College of Education Studies of the University of Cape Coast.

VISION

To be the backbone of excellence in all facets of psychology, professional education and research in the University.

MISSION

To provide high calibre education professionals for the education sector and to train specialists in psychology who will provide diverse psychological services in education and society.

ACADEMIC PROGRAMMES

Apart from the Bachelor of Science (Psychology) programme, at the postgraduate level, the Department offered MPhil and PhD programmes in Special Education, Measurement and Evaluation, Educational Psychology, and Clinical Health Psychology. Additionally, the Department run MPhil. Programmes in Sociology of Education and History of Education. All the MPhil and PhD programmes were run on regular mode, while the MA/MEd. Educational Psychology, Measurement and Evaluation programmes and Diploma in Sign Language Interpretation programmes were run in the Sandwich mode. To enhance communication between the hearing and the non-hearing, the Department received approval from the Academic Board to run a course titled “Ghanaian Sign Language” for all students in the College of Education Studies. The course is also available for all other Colleges in the University who would be interested.

STAFFING POSITION

In the year under review, 2 new academic staff joined the Department. This increased the number of academic staff from 17 to 19. They comprised 3 Professors, 9 Senior Lecturers, 5 Lecturers and 2 Assistant Lecturers. The Department relied on part-time lecturers to assist in the teaching of courses, especially in the area of Clinical Health Psychology due to insufficient lecturers. The Department also had 3 Teaching Associates. The non-teaching staff in the Department included a Chief Administrative Assistant, a Principal Administrative Assistant, an Administrative Assistant, a Clerk, a Head Cleaner, a Cleaner, and a Driver.

RESEARCH FOCUS

Lecturers in the Department embarked on various individual research activities in their areas of specialisation. Plans are far advanced to conduct a Departmental Research on the topic: “Assessment of the implementation of Inclusive Education in Ghana.”

STAFF DEVELOPMENT

Two of the Teaching Associates and one Assistant Lecturer of the Department completed their terminal degrees. Currently, a Lecturer and 2 Assistant Lecturers are on PhD programmes.

STUDENT ENROLMENT

The Department had a total of 559 students on the BSc Psychology programme, 136 postgraduate students taking their programmes on regular mode and 95 students pursuing postgraduate studies on the sandwich mode bringing the total number of students in the Department to 790.

STUDENTS’ SUPPORT SERVICES

Although no Academic Counsellors were appointed for the 2019/2020 Academic Year, some students contacted members of staff for academic counselling.

STAFF AND STUDENT ENGAGEMENT

The Department had a student-staff consultative meeting to discuss matters affecting students’ welfare.

JOB SEARCH AND PLACEMENT SERVICES

During the third year of the BSc Psychology programme, students were engaged in Industrial and Organisational practicum. This gave the students the opportunity to be exposed to workplace conditions that could prepare them for placement in organisations. It also helped the students to put theoretical information into practice. A number of students have been able to secure employment through their practicum placement.

INTERNATIONAL PARTNERSHIP AND INDUSTRIAL LINKAGES

The Department is in the process of forming a linkage with Clark Atlantic University in the United States of America. The Department also has a collaboration with the Ghana National Association of the Deaf (GNAD). This year, GNAD donated two (2) laptops, two (2) Epson projectors, a projector, a whiteboard, a camera along with its tripod, an A5 Samsung tablet and four (4) extension boards to the Department to facilitate the teaching of the Diploma in Sign Language Interpretation programme.

FUTURE PLANS

- Reaccredit all programmes in the Department.
- Introduce the following new programmes:
 - » BEd Special Education.
 - » MSc Business Psychology.
 - » MA/MPhil Industrial and Organisational Psychology.
 - » PhD Clinical Health Psychology.
- Furnish/equip the psychology laboratory for students.

- Purchase of 6 Desktop Computers, 5 Printers, 3 Projectors, and 4 Air Conditioners.

PHYSICAL STRUCTURE AND VIRTUAL INFRASTRUCTURE

Realizing the critical role a laboratory can play in teaching and learning, we have converted one of the offices in the Department into a laboratory and we are taking steps to equip the Laboratory with essential equipment and materials to make it functional. The Department has provided new furniture for its Interactive Room. Also, the windows of the offices in the Department have been secured with burglary proof.

COUNSELLING CENTRE

INTRODUCTION

The Counselling Centre offers a wide range of counselling services to students and staff of the University as well as private individuals and institutions.

VISION

To be recognised for excellence in resolving the problems of students in the University of Cape Coast.

MISSION

To provide high-quality services through individual and group counselling, workshops and seminars to promote the academic, career, emotional, and psychological well-being of our clients.

STAFF DEVELOPMENT/AWARDS

Two counsellors have completed their PhD programme in counselling.

STUDENTS' SUPPORT SERVICES

During the academic year under review, the Counselling Centre planned and executed workshops/seminars for students. These included:

- A two-day Academic Success Workshop (theme: Start your Semester Right: Strategizing your Semester for Balance and Success) on October 14 and 15, 2019 at Auditorium 900;
- A Mental Health and Wellness Programme (theme: Speak Up, Speak Out: Changing Our Conversation on Mental Health) on October 28, 2019 at the Auditorium 900; and
- Liaising with Provosts of Colleges, Deans of Faculties and Schools, and Heads of Department to offer Guidance and Counselling Services to "At-Risk Students. This, we believe
 - » Helped such students identify and address their academic challenges;
 - » Equipped them with the necessary study skills to improve academically; and
 - » Assisted them to address anxieties and examinations-related fears.

FUTURE PLANS

- Establish peer counselling for students
- Collaborate with Academic Advisors in their services to students

CENTRE FOR CHILD DEVELOPMENT RESEARCH AND REFERRAL

INTRODUCTION

The Centre for Child Development Research and Referral (CCDRR) believes in the philosophy that all children are important; and that given a conducive environment, and providing intervention and support, every child can be assisted to achieve their maximum potentials.

The Centre offers services such as organising training workshop for teachers on the identification and management of children with special educational needs, offering consultative services for parents and teachers, making referrals to medical professionals, and making educational or school placements. It also engages in research in the area of special and inclusive education.

VISION

To become a nationally acclaimed Centre that provides appropriate assessment and educational intervention for children and to equip teacher trainees with the requisite skills needed to manage children with Special Educational Needs (SEN).

MISSION

To provide the needed assessment and educational intervention for children with SEN to realise their full potentials and equip teacher trainees with the needed skills for managing children with SEN.

STAFFING

The Centre is headed by a Co-ordinator, who is a Senior Lecturer at the Department of Education and Psychology, supported by a Senior Clerk and a Cleaner.

PROFESSIONAL WORKING COMMITTEE

The Co-ordinator is supported by a committee of six professionals in the area of clinical psychology, counselling, special education, educational psychology, medicine, and nursing. The committee members offer their services on voluntary basis. This committee helps the Centre to make pertinent decisions.

COLLABORATIONS

The Centre collaborated with the under-listed basic schools to provide educational interventions for pupils who had learning difficulties in the schools.

- Emmanuel Methodist School
- OLA Presbyterian School
- Archbishop Amissah School

The Centre also collaborated with Premium Clinic, Cape Coast, for other forms of intervention.

LIAISON OFFICERS

These are basic school teachers in the collaborating schools who act as liaisons between their respective schools and the Centre and help in supervising the practicum sessions in their schools. There are two of them in each of the collaborating schools.

ACTIVITIES

In the year under review, the Centre undertook the following activities:

- Provided educational assessment for 21 children with Special Educational Needs (SEN).
- Collaborated with Emmanuel Methodist, OLA Presbyterian and Archbishop Amissah Basic Schools in the Cape Coast Municipality.
- Admitted seven children which increased the number of children from fourteen (14) to twenty-one (21).
- Held a technical meeting with Liaison officers of the collaborating schools.

TRAINING OF STUDENTS

The Centre trained eight (8) Doctor of Philosophy (Special Education) students to co-ordinate special education programmes. Ten Master of Philosophy (Special Education) and 47 Bachelor of Education (Basic Education) students were also trained to be able to identify, assess and provide individualised educational interventions.

EDUCATIONAL INTERVENTION

The Centre provided educational interventions (one-on-one teaching and learning) for twenty-one (21) children with various learning disabilities, based on Individual Education Plan (IEP) in the following areas:

- Learning Disabilities
- Intellectual Disabilities
- Autism
- Attention Deficit Hyperactive Disorders
- Emotional and Behavioural Problems

CONFERENCE/WORKSHOPS/SEMINARS

- The Centre organised a training workshop for teachers in the OLA Circuit of the Ghana Education Service in Cape Coast on February 26, 2020, on the topic, “Managing Emotional and Behavioural Disorder in the regular classroom: The role of the teacher.”
- The Centre also organised a talk on how to relate with and manage students with autism for the teachers and students of Social Welfare Vocational Girls School, Abura, Cape Coast, on October 25, 2019.

FUTURE PLANS

- Facilitate the appointment of a specialist in special education and provision of education intervention at the Centre.
- Celebrate World Autism Awareness Day in the Cape Coast Metropolis to help educate the public about the need to educate children with Autism.
- Locate to a more spacious place for use as a resource room.
- Acquire modern assistive technologies.
- Provide training on the use of modern assistive technologies for children with SEN.
- Provide training on the role of parents and teachers in inclusive education.
- Organise training sessions on classroom assessment in some selected schools.
- Organise Publicity Week to emphasise the importance in educating children with SEN

through activities like public lecture, durbar, school campaign etc.

- Organise SEN awareness talks in the local communities and other organisations like churches.
- Organise regular talk shows on SEN on TV and radio stations.
- Provide screening to identify children in need of educational intervention in some selected schools in the Cape Coast Metropolis.
- Advocate Early Childhood Education for students to acquire the skill of providing intervention for children at the early childhood stage.
- Promote the use of reading intervention strategies in inclusive classrooms.
- Organise colloquia, at least, twice a year for members of the University community on issues concerning SEN.

DEPARTMENT OF BASIC EDUCATION

INTRODUCTION

The Department of Basic Education, previously known as the Department of Primary Education, was established in 1993 as a unique Department, to fulfil the long-standing and cherished function of the University to train personnel skilled and knowledgeable in all aspects of Basic Education. The programmes of the Department are planned such that high caliber professionals produced will serve as Head teachers, Supervisors, Training Officers, among others, of the decentralised Education Offices that have been created as part of the policies aimed at the improvement of Basic Education in Ghana.

VISION

To create the environment and experiences that enable a child to learn and develop their full unique potentials and to see the school as an enjoyable place for learning.

MISSION

The mission of the department is to pursue and promote quality teaching, learning, community service and research that is aimed at the preparation of professionally oriented teacher-trainers, head teachers, administrators and supervisors for the Basic Schools in Ghana.

STUDENTS' SUPPORT SERVICES

Individual students collected letters of introduction from the Department for attachment during the long vacation. The attachment exposed them to work place conditions.

ICT INFRASTRUCTURE AND EQUIPMENT

The year under review witnessed the installation of computers and printers in the offices of senior members who either had no computers or had nonfunctional computers and printers.

INTERNATIONAL PARTNERSHIPS AND INDUSTRY LINKAGES

The Department has a collaboration with the Auburn University, USA.

ACADEMIC PROGRAMMES

Programme documents for MEd. Early Childhood Education (Sandwich) and MPhil/ PhD in Early Childhood Education (regular) have been approved by the Academic Board and are being considered for National Council for Tertiary Education (NCTE).

RESOURCE CENTRE FOR ALTERNATIVE MEDIA AND ASSISTIVE TECHNOLOGY

INTRODUCTION

Disability Services are the provisions that the University has put in place and continues to adhere to in giving support to students with special educational needs. The Centre for Persons with Special Needs (CfPWSN) with its human and material resources spearheads the University's provision of disability services. This special service makes the system flexible for learners as barriers to achievement are eliminated through the provision of alternative media and assistive technology.

VISION

To create an enabling environment that promotes academic excellence for individuals with special educational needs and disabilities.

MISSION

To facilitate access to University programmes and support services for students, faculty, staff and visitors with disabilities through accommodation, education, consultation, and advocacy.

RESEARCH FOCUS

The research interest of the Centre is in the area of disability issues and the impact of assistive technology on the education of persons with special needs and disabilities.

STUDENT ENROLMENT

In the year under review, the total number of students was 27. Twenty-four (24) of them were undergraduates while 3 were postgraduates.

STAFFING POSITION

The Centre had ten staff with a Coordinator. Staff designations were as follow:

- Senior Member - 2
- Senior Staff - 6
- Junior Staff - 2

STUDENTS' SUPPORT SERVICES

As part of its mandate, the Centre organised interaction sessions with students, who shared with staff their expectations of the Centre.

Also carried out were orientation and mobility services for fresh students which enabled them to familiarize themselves with their new environment.

In collaboration with Hall Masters in the University of Cape Coast, the Centre ensured that all students with special needs stayed in the University's residential accommodation throughout their stay on campus.

The Centre organised workshops for students in Computer applications and collaborated with the Counselling Centre in the University of Cape Coast to organise a one-day capacity building programme for students with disabilities on the 9th of March 2020.

PHYSICAL STRUCTURES AND VIRTUAL INFRASTRUCTURE

Office partition desks comprising 6 cubicles were erected in the Centre's Lab 1 with six swivel chairs.

A new floor carpet was laid in Lab 2 which has 10 computers with software screen reader for persons with visual impairment.

FUTURE PLANS

The Centre will intensify its advocacy programmes to educate the public on the rights of persons with disabilities and ways to support them.

The Centre anticipates initiating partnership programmes with national and international institutions.

The Centre will also embark on socialisation trips to sister institutions including Kwame Nkrumah University of Science and Technology, University of Ghana, and some second cycle institutions with students with disabilities for advocacy purposes.

We also intend to observe the International Day of Persons with Disabilities which will take place on December 3, 2020.

SCHOOL OF EDUCATIONAL DEVELOPMENT AND OUTREACH

INTRODUCTION

The School of Educational Development and Outreach (SEDO) is the only School within the College of Education Studies, UCC. The School is mandated to extend its expertise and facilities in conducting and using educational research for training and development of educational practitioners and for promoting best teaching practices within the educational enterprise.

VISION

To be a School of excellence in research, provision of quality professional development, and application of best teaching practices that lead to transformative learning.

MISSION

To conduct and use educational research in the development of education practitioners and to promote best teaching practices in the University of Cape Coast and other tertiary/pre-tertiary institutions. Through its outreach programmes, the School facilitates the University of Cape

Coast mandate of providing and delivering quality professional education programmes in line with government's human capital development initiatives.

There are two (2) institutes and two (2) centres under the School, namely;

- Institute of Education
- Institute for Educational Planning and Administration
- Centre for Teacher Professional Development
- Centre for Teaching Support

STUDENTS' ENROLMENT

Institute of Education

- | | | |
|---|---|------|
| • Undergraduate (Sandwich) 1 st Year | - | 2674 |
| • Undergraduate (Sandwich) 2 nd Year | - | 3151 |
| • MEd. 1 st Year | - | 14 |
| • MEd. 2 nd Year | - | 31 |

Institute for Educational Planning and Administration

- | | | |
|--|---|--------------|
| • PhD | - | 10 |
| • MPhil (1 st Year) | - | 21 |
| • MPhil (2 nd Year) | - | 16 |
| • MPhil Top Up (1 st Year) | - | 9 |
| • MPhil Top Up (2 nd Year) | - | 13 |
| • MEd. (Sandwich) 1 st Year | - | Yet to admit |
| • MEd. (Sandwich) 2 nd Year | - | 165 |

Centre for Teacher Professional Development

- | | | |
|--|---|----|
| • PGDE 1 st Year | - | 18 |
| • PGDE 2 nd Year | - | 38 |
| • MOFA/TEMANG GROUP 1 st Year | - | 25 |
| • MOFA/TEMANG GROUP 2 nd Year | - | 25 |

STAFFING

The School of Educational Development and Outreach has twenty-five academic staff comprising two Professors, four Associate Professors, nine Senior Lecturers, three lecturers, two Senior Research Fellows and five Research Fellows. The School has three Senior Assistant Registrars, one Assistant Registrar, one Accountant, fifty-eight Senior Staff and twenty-eight Junior Staff.

RESEARCH FOCUS

The broad research focus of the School is derived from the research foci of its faculty. This includes educational leadership, management and administration at all levels of education in the country and beyond and educational policy and planning and development. The research focus also covers pre-service and in-service teacher education, internship, access, equity and quality education and complementary basic education.

ACTIVITIES

Through regular monitoring of activities, the School was able to encourage its departments to undertake activities which helped to achieve their goals for the year. Some programmes embarked upon by the Institutes and Centres include a research titled “An Investigation into Curriculum Delivery in English Language, Mathematics and Science at the Basic School Level in Three Selected Districts in the Central Region of Ghana”. The report on the research was released in October, 2019. This was conducted by the Institute of Education. The Institute is also undertaking a study titled “State of Pre-Service Teacher Education in Ghana”. The Centre for Teaching support organised series of training workshops and seminars for the academic staff in the University and institutions outside the University of Cape Coast. The Institute for Educational Planning and Administration also conducted a research on “Whether WASSCE examinations were comparable overtime. This research was sponsored by Centre for Global Development.

FUTURE PLANS

The School is currently finalising negotiations with the Ghana National Association of Teachers (GNAT) to institute a joint annual dialogue on Teacher Professional Development in Africa. This will be to commemorate UNESCO’s International Teacher’s Day.

CENTRE FOR TEACHING SUPPORT

INTRODUCTION

The Centre for Teaching Support has been the conduit for effective teaching and learning at the University of Cape Coast since its inception. It is an initiative to help equip the University teaching staff and other institutions of higher education engage in critical reflection and development of practices that improve teaching and learning, as espoused in its mission statement.

VISION

Our vision is to be a community of practice, where effective teaching leads to transformative learning.

MISSION

To distil research and best practices for teaching in the University, Technical Universities and other higher educational institutions: the use of new media and technologies in education; the development of teaching and learning resources and the application of research to teaching and learning.

The Centre is mandated to organise training workshops and seminars for academic staff of University of Cape Coast and other higher educational institutions.

The Centre has a staff strength of five; the Director, Principal Administrative Assistant, two administrative assistants and a service personnel.

ACTIVITIES

Training Programmes/Capacity Building

The Centre has successfully organised training workshops and seminars for the following academic staff and institutions in and outside UCC campus indicated in the table below during 2019/2020 academic year:

S/N	DATE	INSTITUTION	TOPIC/PURPOSE
1	September 24 – 26, 2019	Ghana National Ambulance Service, Accra (Regional Administrators)	Duties and responsibilities of administrators in tertiary educational institutions
2	October 8 – 10, 2019	Trainer of Trainers at UCC	Moodle E-learning Tool/Platform
3	October 29 – 31, 2019	Lecturers in the College of Distance Education (CoDE), UCC	Moodle E-learning Tool/Platform
4	November 25 – 27, 2019	Lecturers teaching in the Institute of Education's specialised post-graduate programme, UCC	Moodle E-learning Tool/Platform
5	December 3 – 4, 2019	University of Cape Coast Academic Staff Teaching Associates and Teaching Assistants	Types of assessment and assessment criteria
6	January 13 – 14, 2020	Lecturers of Wisconsin International University of Ghana	Assessment: Development of higher order questions and the use of higher order questions
7	February 4 – 13, 2020	Lecturers in the College of Health and Allied Sciences, UCC	Moodle E-learning Tool/Platform
8	March 12, 2020	Tutor-students in the Institute's Special Post Graduate Program	Moodle E-learning Tool/Platform

PHYSICAL STRUCTURES AND VIRTUAL INFRASTRUCTURE

The Centre has three offices: Office of the Director, General Office and the Principal Administrative Assistant's Office in the College of Education Studies block. The Centre has no virtual infrastructure, except computers in the aforementioned offices.

ACADEMIC PROGRAMMES

The Centre has introduced a new programme in MEd Teaching in Higher Education which is still with the National Accreditation Board (NAB) pending approval for accreditation.

FUTURE PLANS

The Centre is planning to focus on three areas; Teaching Enhancement, Library and Media

Support, and Development of Teaching and Learning Resources in order to promote best practices for teaching in the higher educational institutions with the emphasis on the use of new media and technologies in education.

INSTITUTE FOR EDUCATIONAL PLANNING AND ADMINISTRATION

INTRODUCTION

The Institute for Educational Planning and Administration (IEPA) was established in 1975 as an autonomous entity on the basis of a joint UNESCO/UNDP and Government of Ghana agreement under which the UNDP provided the initial funding that kick-started the operations of the Institute. Following the expiration of the agreement in 1980, the Government of Ghana through the Ministry of Education and the Ghana National Commission for UNESCO took over responsibility of the Institute by engineering full Government of Ghana funding for the Institute through annual budgetary allocation. The Institute's initial mandate was to train experts and non-experts in educational leadership as well as generate and disseminate reliable information through research to inform educational policy planning and implementation.

ACHIEVEMENTS

Research

The Institute undertook the following major researches during the period:

Transnational Education Partnerships (TEP)

- This is a British Council-sponsored Research that started in January 2019.
- This research investigated TNE partnerships and the environment of distance learning generally in higher education institutions/tertiary education institutions (HEIs/TEIs) in Ghana.

WASSCE Validity and Reliability Study

The research investigated whether WASSCE examinations were comparable overtime. This research was sponsored by Centre for Global Development. The Final Report has also been submitted.

Profile of Education Planning Officers at MMD Education Offices

This Research investigated the Profile of Education Planning Officers at MMD Education Offices in the Ashanti, Greater Accra, Western, Eastern and Central Regions of Ghana. The research sought to fill the gap in literature by providing empirical data that would be suitable for making informed decisions about employing qualified educational planners or training already employed planners who will bring about quality and efficiency in education delivery in the Ghanaian education sector. From the findings of the study, it was concluded that educational planners at MMD offices, largely did not process the requisite academic and professional training.

Utilization and Effectiveness of IEPA graduates

The primary purpose of this nation-wide tracer study was to examine how IEPA graduates are placed and utilised by their employers. This research won an award sponsored by the Directorate of Research, Innovation and Consultancy (DRIC).

STAFF DEVELOPMENT/AWARDS

- A Research Fellow was supported for a short course on Programme Assessment in Higher Education organised by Centre for Learning Innovation and Customised Knowledge Solutions (CLI-CKS).
- A Research Fellow was sponsored to a training workshop on “Project Development, Implementation and Tracking of Outcomes” with focus on European Intra Africa Mobility 2019 from May 5 – 11, 2019, in Entebbe, Uganda.

ADDITIONAL RESOURCES

- Staffing

The total academic staff strength of IEPA is 17, made up of the following ranks:

» Professors	-	2
» Associate Professors	-	2
» Senior Lecturers	-	5
» Senior Research Fellow	-	2
» Research Fellows	-	4
» Lecturers	-	2

Three additional staff have been recruited since the Vice-Chancellor took over while two have gone on pension and on post-retirement contract. Eight (8) staff have been promoted during the period. Two Full Professors, Two Associate Professors, and three Senior Lecturers/ Research Fellow and one Assistant Registrar.

- Additional Items

During the period, the following items were purchased:

- ICT infrastructure and equipment
 - » Installation projector Screen at the Conference Room
 - » Installation of 40inch Smart TV at the Conference Room
 - » Installation of Cameras
 - » 4 air conditioners

Others

- » 1 Toyota Hiace
- » 6 Swivel Chairs

ACADEMIC PROGRAMMES

New Programmes to be Introduced

The following new programmes have been submitted for accreditation:

- Educational Planning PhD
- Educational Leadership PhD
- Quality Assurance in Tertiary Education

The following new programmes have been submitted for re-accreditation.

- Educational Planning MEd/MPhil
- Educational Administration MEd/MPhil
- Administration in Higher Education MEd/MPhil

INTERNATIONAL PARTNERSHIPS AND INDUSTRY LINKAGES

Higher Education Exchange Programmes and Collaboration with International Institutions

- IEPA Upgraded to UNESCO Category II Institute

The Institute was upgraded to a Category II Institute of UNESCO during the General Conference of the United Nations Educational, Scientific and Cultural Organisation (UNESCO). The approval was granted by a resolution of the General Conference on November 15, 2019 during the 40th Session in Paris, France. A delegation from Ghana including the Vice-Chancellor of the University of Cape Coast was led by the Minister for Education, Dr. Matthew Opoku Prempeh.

- Ghana Education Service Promotions Exams

The Institute for Educational Planning and Administration (IEPA) of the University of Cape Coast (UCC) was contracted to by the management of the Ghana Education Service (GES) as a consulting institution to organise and conduct the maiden GES promotion aptitude test for a back log of teachers due for promotion as stated below:

» Principal Superintendent	-	2,750
» Director II	-	21,193
» Assistant Director I	-	8,045
» Deputy Director	-	2,672

IEPA was entrusted with the following responsibilities:

- » Set, moderate, and print the examination questions,
- » Identify examination centres and recruit examination supervisors and invigilators,
- » Mark the examination scripts and submit results to the GES by March 9, 2020.

IEPA has collaborated with other institutions to organise two international conferences. One in Nigeria and the other at UCC.

ACTIVITIES

Some activities that have been organised during the period are:

- Participated in UNESCO 40th General Conference, Paris from November 12 – 21, 2019.
- Hosted a Seminar on the Future of Teaching Profession in Africa on the theme “Teacher Professionalism and Curriculum in Africa” at Elmina Beach Resort, Cape Coast, Ghana. October 15-16, 2019.
- Colloquium on the “Role of Educational Planning in Enhancing Ghana’s Educational System: Access, Quality, and Relevance” at the University of Cape Coast Main Auditorium, July 2, 2019.

CHALLENGES

- Inadequate office space.
- Inadequate internal communication.
- Delays in the approval of documents.

CENTRE FOR TEACHER PROFESSIONAL DEVELOPMENT

INTRODUCTION

The Centre for Teacher Professional Development in the College of Education Studies, University of Cape Coast, is charged with the responsibility of planning, implementing, and managing the practical aspect of teacher preparation in the University.

VISION

To be an outstanding reflective teaching practicum Centre well positioned to support the College of Education Studies, in training competent professional teachers with worldwide acclaim.

MISSION

To promote outstanding teacher professionalism and experience that:

- empower teachers to be innovative,
- build teachers' confidence,
- enable teachers to reflect on their professional practice, and
- lead to a successful teaching career.

STRUCTURE

The Centre is headed by a Director, who is a Senior Member and staffed with eight full-time administrative personnel, comprising a Principal Administrative Assistant, Senior Administrative Assistant, three Administrative Assistants, one Clerk, one Driver, and one Senior Cleaner.

ACADEMIC PROGRAMMES AND ACTIVITIES

Apart from its primary responsibility for delivering teacher practicum activities, the Centre also runs the Postgraduate Diploma in Education (PGDE) programme for professional educational qualifications. Our current PGDE enrolment stands at fifty-eight (58), made up of thirty-three (33) regular PGDE students and twenty-five (25) from the Ministry of Food and Agriculture.

ACTIVITIES/ACHIEVEMENTS

In the year under review, the Centre undertook the following activities:

- Organised sensitisation workshop for Koforidua Technical University Lecturers to orient them on the PGDE programme. This orientation programme will be organised for all the other Technical Universities across the country.
- The Centre is developing a software programme to manage its database and other activities like micro-teaching and off-campus teaching practice. This will enable the Centre to track activities of supervisors and students efficiently.
- Reviewed PGDE/MOFA curricula and course outlines to make them responsive to emerging trends.
- Organised micro-teaching or on-campus teaching practice for all third-year Bachelor of Education Studies students.
- Organised field experience in teaching for all final year Bachelor of Education Studies students.

FUTURE PLANS

- Develop an efficient data management system for both students and supervisors.
- Continue the training of cooperating supervisors for the off-campus teaching practice across the country.
- Establish professional partnerships with selected schools and training institutions (e.g. colleges of education, nurses training colleges, etc.) to promote effective supervision and monitoring of students on teaching practice.
- Develop robust assessment tools for both micro-teaching and off-campus teaching practicum.
- Foster strong collaboration with National Teaching Council and the Ghana Education Service to deliver continuous professional development to teachers in senior high schools.

INSTITUTE OF EDUCATION

INTRODUCTION

The Institute of Education continues to play a leading role in Teacher Education and the training of teachers for basic education in the country.

Academic Staff Strength as at May, 2020

RANKS	NUMBER
Associate Professor	2
Senior Lecturer	4
Lecturer	1
Research Fellow	1

The Institute of Education will need more academic staff for the implementation and delivery of the new 4-Year Bachelor of Education programmes in the Colleges of Education as well as Research Fellows to support our research activities.

RESPONSIBILITIES OF THE INSTITUTE OF EDUCATION

The Institute of Education has a traditional responsibility for both pre-service and in-service Teacher Education. This is organised under four main themes: Examinations & Assessment, Curriculum Development, Research/Publications, and Outreach. These are all subsumed under the following Units:

- Assessment
- Educational Research
- Outreach

With regard to the Assessment Unit, the Institute of Education functions as an examination body for all the forty-six (46) public and two (2) private diploma and degree awarding Colleges of Education in Ghana.

The Educational Research Unit conducts research into issues in Educational Development and Practice which inform policy and curriculum development. Currently, a number of research works have culminated into the publication of volume 4, 2019 Edition of the Institute's Journal

of Educational Development and Practice (JED-P). The Institute of Education also has linkage with other Universities and Institutions/Organisations for purposes of research in Teacher Education and Curriculum Development.

The Institute of Education through its Outreach Unit runs Post Diploma Programmes in Basic Education and Early Childhood Education through Sandwich mode. It also runs the 5-Semester Programmes leading to the award of Bachelor of Education degrees in Social Sciences, Social Studies, Arts (English, Religion, French and Ghanaian Languages), Accounting, Management, Science, Home Economics, Information Technology and Mathematics. The programmes are run at the following Centres:

- OLA College of Education, Cape Coast
- Wesley College of Education, Kumasi
- St. Francis College of Education, Hohoe
- Tamale College of Education, Tamale
- Presbyterian College of Education, Akuapim-Akropong
- SDA College of Education, Asokore-Koforidua
- Offinso College of Education, Offinso
- Kibi Presbyterian College of Education, Kibi
- St. Joseph College of Education, Bechem
- Berekum College of Education, Berekum
- Akrokerri College of Education, Akrokerri
- Foso College of Education, Foso

The Institute will open three more Centres in August, 2020 to meet the increasing demand from prospective students. The Centres will be at:

- Abetifi Presbyterian College of Education, Abetifi
- St. Monica’s College of Education, Ashanti-Mampong
- Tumu College of Education, Tumu

The Institute is still running the MEd (Teacher Education) Programme on Sandwich basis for tutors in Colleges of Education and teachers from Junior and Senior High Schools who are interested in pursuing further studies.

STATISTICS OF SANDWICH STUDENTS AS AT MAY, 2020

Undergraduate Students – Sandwich by Centres

NO.	CENTRES	FIRST YEAR STUDENTS	SECOND YEAR STUDENTS
1.	Akrokerri College of Education, Akrokerri	550	-
2.	Wesley College of Education, Kumasi	-	418
3.	Kibi Presbyterian College of Education, Kibi	-	664
4.	OLA College of Education, Cape Coast	-	389
5.	Offinso College of Education, Offinso	697	-
6.	Presbyterian College of Education, Akuapem-Akropong	-	310

7.	St. Joseph's College of Education, Bechem	298	208
8.	SDA College of Education, Asokore-Koforidua	-	192
9.	Holy Child College of Education, Takoradi	119	117
10.	Tamale College of Education, Tamale	167	281
11.	St. Louis College of Education, Kumasi	-	572
12.	Berekum College of Education, Berekum	570	-
13.	Foso College of Education, Foso	273	-
	Total	2674	3151

Postgraduate Students – MEd (Teacher Education)

First Year	-	25
Second Year	-	38
Total	-	<u>63</u>

THE INSTITUTE'S MENTORING ROLE IN COLLEGES OF EDUCATION

The Institute of Education continues to support the Colleges of Education in Ghana to enable them to ensure quality teaching, good governance, efficiency in conducting examinations and to build the needed capacity to manage the quality assurance process. The Institute of Education provides this support by collaborating with other Sections of the University and resource persons from the University to organise workshops and training sessions for tutors and officers from the Colleges of Education in Ghana.

The workshops/training sessions organised by the Institute of Education include the following:

- Subject-Based workshops for the tutors to second year second semester courses on March 11 - 13, 2020 at Various Centres.
- Workshop on the Conduct of Academic Board Meetings and its related matters for Principals, Vice-Principals and College Secretaries held on February 17, 2020 at UCC Cape Coast.
- Workshop on Teacher Professional Learning (TPL) Manual Writing Session on January 19 - 25, 2020 at GESDI, Saltpond.
- Workshop on the use of the Teacher Professional Learning Manual on October 2 -5, 2019 at OLA College of Education, Cape Coast.
- Course co-ordinators' virtual training on how to use the IoE LMS Platform on April 30, 2020, at UCC, Cape Coast.
- Course tutors' virtual training on how to use the IoE LMS Platform on May 1 - 4, 2020 at UCC, Cape Coast.
- ICT officers' virtual training on how to use the IoE LMS Platform on May 22, 2020 at UCC, Cape Coast.
- Principals' virtual training on how to use the IoE LMS Platform on May 25, 2020 at UCC, Cape Coast.
- Workshop on Teacher Professional Learning (TPL) Manual writing session on September 22 - 28, 2019 at Elmina Beach Resort Elmina.
- Subject-based workshops for tutors of Second Year First Semester courses on September

8 - 10, 2019 at Various Centres.

- Subject-based workshops the tutors of First Year first semester courses on September 6 - 9, 2019 at Various Centres.

The Institute continues to play a key role in implementing the new 4-Year Bachelor of Education (Early Childhood Education), Bachelor of Education (Primary Education) and Bachelor of Education (Junior High School Education) programmes which were based on the National Teacher Education Curriculum Framework and National Teachers' Standards for Ghana-Guidelines. The University of Cape Coast was given the mandate by the Ministry of Education to run its new 4-Year Bachelor of Education programmes for the first cohort of students with support from the National Accreditation Board (NAB), National Council for Tertiary Education (NCTE) and Transforming Teacher Education and Learning (T-TEL).

With the affiliation of Colleges of Education, to the first five teacher training universities, the under listed Colleges have been affiliated to the University of Cape Coast for mentoring;

- OLA College of Education, Cape Coast
- Atebubu College of Education, Atebubu
- Offinso College of Education, Offinso
- Abetifi Presbyterian College of Education, Abetifi
- Berekum College of Education, Berekum
- Foso College of Education, Foso
- Holy Child College of Education, Takoradi
- Jasikan College of Education, Jasikan
- Kibi Presbyterian College of Education, Kibi
- SDA College of Education, Agona
- St. Ambrose College of Education, Dormaa Akwamu
- St. Francis College of Education, Hohoe
- St. Teresa's College of Education, Hohoe
- St. Monica's College of Education, Ashanti-Mampong

The University of Cape Coast is mentoring two private Colleges of Education in addition. These Colleges are the Holy Spirit College of Education, Ho and Christ The Teacher College of Education, Kumasi.

RESEARCH

The Institute of Education has conducted "An Investigation into Curriculum Delivery in English Language, Mathematics, and Science at the Basic School Level in Three Selected Districts in the Central Region of Ghana". The report on the research was released in October, 2019. It is also undertaking a study on the "State of Pre-Service Teacher Education in Ghana". The preliminary report on this study will be released in June 2020. The reports from these studies will serve as source of reference on educational issues in Ghana and as a guide for policy makers and implementers.

PHYSICAL STRUCTURES

In 2019, the Institute of Education renovated its Storage Facility Building near the Nest Hostel. The building serves as the service centre for most of our operational activities. The construction

of the executive guesthouse with conference facilities for the Institute of Education is nearly completed. The facility is expected to be completed before the end of the year. The Institute of Education Chalets has also seen some facelift to make the facility more appealing and comfortable to our guests and patrons.

FUTURE PLANS

The Colleges of Education in Ghana are now tertiary institutions and, therefore, need to operate as such. The University of Cape Coast, through the Institute of Education, will continue to explore more avenues and opportunities in areas of assessment, research, scholarly publications, and Teacher Education in general for the professional development of tutors in the Colleges.

During the 2019/2020 academic year, the Institute of Education and the College of Education Studies in collaboration with some Departments in the University of Cape Coast started running regular postgraduate programmes leading to the award of MPhil/PhD degrees under special arrangements for tutors in the Colleges of Education. The Institute will continue to spearhead the running of the programmes for the tutors and other persons in the educational sector. In order that the Colleges of Education will have the needed human resource to support the running of the Bachelor of Education programmes in the Colleges, Institute of Education has developed one-year top-up three-semester post-diploma programmes in Early Childhood Education, Primary Education and Junior High School Education for holders of Diploma in Basic Education.

The Institute of Education will continue to organise more capacity-building workshops, seminars and training programmes for the management, tutors and staff of the Colleges of Education in the areas of good governance, administration and finance, students' services, security on campus, operations of the committee system and conducting academic research.

The Institute of Education has started discussions with the National Teaching Council (NTC) on the possibility of running Continuing Professional Development (CPD) programmes for in-service teachers and other Educational Practitioners in the Service for their professional license renewal. The Institute of Education is developing a concept paper for the programmes.



PROF. ISAAC K. A. GALYUON
PROVOST

COLLEGE OF DISTANCE EDUCATION

INTRODUCTION

The College of Distance Education (CoDE) formerly known as Centre for Continuing Education (CCE), has been in existence since 1997 when the University established a unit to serve the purpose of expanding access to tertiary education and addressing the professional needs of a large number of untrained teachers serving in the Ghana Education Service as well as accounting and secretarial personnel in the public and civil service.

The College runs programmes in the distance mode in Education and Business at both undergraduate and postgraduate levels. Currently, there are 92 study centres across the country. The College has divided the country into three zones namely: Northern, Middle and Southern Zones.

The Northern Zone is made up of study centres in the Northern, Savannah, North East, Upper East and Upper West Regions. The Middle Zone consists of study centres in Ashanti, Bono, Bono East, Ahafo and Eastern Regions while the Southern Zone comprises study centres in the Greater Accra, Western, Western-North, Central, Volta and Oti Regions.

VISION

To become a reference point for the delivery of quality distance education in West Africa and beyond.

MISSION

To pursue excellence in the delivery of innovative, demand-driven, learner-oriented and cost-effective distance education programmes, aimed at empowering individuals in overcoming geographical, economic, social and cultural barriers to study.

MANAGEMENT OF THE COLLEGE

The College is managed by the Provost, Acting College Registrar, Acting College Finance Officer and Unit/Programme Coordinators. The activities of the College are regulated by the College Board.

The key officers of the College are:

- Prof. Isaac K. A. Galyuon - Provost
- Mr. Isaac Eliot Nyieku - Acting College Registrar
- Mr. Stephen Baffoe - Acting College Finance Officer

Currently, the College has four academic Units, which coordinate academic activities of the College, eight operational Units (which provide support services) and one regulatory Unit (Quality Assurance and Enhancement Unit) which regulates the College's activities and sensitises, promotes, censures and monitors the utilisation and implementation of established highest standards of service in bringing quality education to the doorsteps of students through the distance mode. The list of Units and their respective Coordinators are as follows:

Unit	Coordinator
Science & Maths Education	- Dr. Paul Nyagorme
Education Studies	- Dr. (Mrs.) Clara Akuamoah-Boateng
Business Studies	- Dr. Samuel Kwaku Agyei
Arts & Social Sciences	- Dr. Daisey Ofosuhene
Quality Assurance & Enhancement	- Dr. Samuel Yaw Ampofo
Postgraduate	- Dr. Eddiebright Joseph Buadu
Examinations	- Mr. Matthew Quaidoo
Counselling	- Dr. Vera Arhin
Teaching Practice & Project Work	- Dr. Beatrice Asante Somuah
E-Learning	- Dr. Emmanuel Arthur-Nyarko
Students Support Services	- Dr. Felix Kumedzro
Students Records' Management	- Mr. Kenneth Owuyaw
Admissions	- Mrs. Sally Abena Baafi-Frimpong

CURRENT ENROLMENT

The current student population of the College comprises 34,991 undergraduates and 3,955 postgraduate. During the period, the College admitted students into its various programmes through the Direct and Mature Entrance Examination (MEE) modes of entry.

NEW STUDY CENTRES

During the period under review, the College opened three (3) new study centres at the Nsawam Prisons, Tapa SHS and Wenchi Farm Institute. Some centres were also relocated to new institutions as a result of certain challenges encountered.

Five other new study centres; namely Asankragua SHS, Wasa Akropong SHS, Sandema SHS, Atebubu College of Education and Keta Business College, which were established within the period are yet to start operations.

STAFFING

Owing to the restructuring of the College, Regional Coordinators at the various Regional Offices were recalled to campus and transferred to other Departments/Institutes within the University.

STAFF DEVELOPMENT/AWARDS

As part of efforts to build staff capacity, some academic staff were encouraged to embark on various Ph.D programmes while others successfully completed their studies and resumed duty within the period.

Capacity Building Training for Senior Members

Following the introduction of the new curriculum by the Ghana Education Service, the College organised a training workshop on the delivery of the new curriculum for concerned senior members and teaching practice supervisors. Also, training was organised for module writers of courses for the new programmes.

Research Grants and other Awards/Prizes Won by Senior Members in the College for the 2019/2020 academic year

A team of interdepartmental researchers in the College, led by Dr. Vera Arhin, won a Research Support Grant from the Directorate of Research, Innovation and Consultancy (DRIC) on a study titled “Students and Tutors’ Perception of Tutoring Effectiveness in Distance Education at the University of Cape Coast: Implications for Educational Practice”.

Another team of researchers in the College, led by Dr. Lydia Aframeah Dankyi, won the Group-Led category of the DRIC Research Grants/Awards during the period.

STUDENTS’ SUPPORT SERVICES

As part of measures to ensure efficiency and effectiveness in the delivery of students’ support services, three new sections, namely Services Support Section, Academic Support Section and Administrative Support Section, were created within the Unit to play various roles in addressing issues pertaining to student affairs.

DISTANCE EDUCATION STUDENTS’ ASSOCIATION (DESAG - UCC) ACTIVITIES

Management of the College had a good working relationship with the Distance Education Students’ Association of Ghana (DESAG - UCC).

DESAG-UCC held its 12th Annual National Delegates Congress, on the theme “Empowering the Distance Education Student for Success in the Job Market” in November, 2019 at Tamale. The

Congress, among other things, saw the organisation of a Management-Student Consultative Meeting and an election of new executives to manage affairs of the Association during the 2019/2020 Academic year.

PHYSICAL AND VIRTUAL INFRASTRUCTURE

During the period under review, the College established a state of the art ICT Laboratory that is being used for teaching and training programmes. The College also established a library at Papafio Hills Campus, Accra to facilitate learning and research. A second computer laboratory has been awarded for construction at UCC and another in Accra.

INTERNATIONAL PARTNERSHIPS AND INDUSTRY LINKAGES

The College collaborated with Plan Volta Foundation and the Ghana Prisons Service to provide the Prison Inmates opportunity to pursue tertiary education programmes during the year under review. This led to the creation of a new Study Centre at the Nsawam Prisons, where 59 inmates were enrolled on various undergraduate programmes.

The Unit of Business Programmes collaborated with the Chartered Institute of Procurement and Supply, UK, in introducing a Master's of Science programme in Procurement and Supply Chain Management. This offers graduates of the programme the opportunity of being admitted into full membership of the Institute.

ACADEMIC PROGRAMMES

During the period under review, undergraduate programmes of the College (which were mainly 3-year diploma programmes and 2-year post-diploma programmes) were reviewed into 4-year bachelor degree programmes.

In line with the revised curriculum of Ghana Education Service, the College introduced the following undergraduate programmes:

- 4-Year Bachelor of Education in Primary Education
- 4-Year Bachelor of Education in Junior High School Education
- 4-Year Bachelor of Education in Early Childhood
- 4-Year Bachelor of Education in Management Studies
- 4-Year Bachelor of Education in Accounting
- 4-Year Bachelor of Education in Social Studies
- 4-Year Bachelor of Education in Arts Education
- 4-Year Bachelor of Commerce in Procurement and Supply Chain Management

The following postgraduate programmes were also introduced during the period:

- Master of Science in Procurement and Supply Chain Management
- Master of Science in Project Management
- Master of Science in Public Policy Management
- Master of Commerce in Accounting
- Master of Commerce in Finance
- Master of Commerce in Management
- Master of Commerce in Human Resource Management
- Master of Commerce in Marketing

The following new programmes have been advertised to be run in the 2020/2021 Academic Year:

- Master of Science in Microfinance
- Master of Science in Economics
- Master of Science in Data Management and Analysis
- Master of Science in Economics of Technology and Development
- Master of Education in Social Studies
- Master of Education in Arts (English and RME)
- Master of Education in Physical Education
- Master of Education in Curriculum and Teaching
- Master of Education in Mathematics Education

FUTURE PLANS

The College plans to collaborate with the College of Health and Allied Sciences to run programmes in work place health and safety for health sector employees to enhance their professional skills.

Preparations are underway for the rolling out of an Online Learning Management System (E-Learning) for both undergraduate and postgraduate programmes. Plans are advanced to procure equipment for this project.

The College will be opening new postgraduate study centres in Ho, Kasoa, Koforidua and Wa at the beginning of the 2020/2021 academic year.

HALLS OF RESIDENCE

ADEHYE HALL

INTRODUCTION

As the only female Hall among the oldest traditional halls of residence on the University of Cape Coast (UCC) campus, Adehye Hall continues to earn the accolade of being the cleanest hall at UCC. Currently, the Hall accommodates 504 students in its Main Block, Left Wing, Right Wing and Annex Block. In addition to the hallers, the Hall has about 1,000 non-residential students. Aside accommodating regular students, Adehye Hall provides accommodation to Sandwich and Distance students.

The Hall does not undermine the need for conducive residential accommodation for its students. It zealously improves on its facilities to stay clean at all times, a manifestation of which are the activities undertaken within the 2019/2020 academic year as mentioned in this report. Basically, this report highlights the governance structure of the Hall, major activities organised by both Hall Council and the Junior Common Room Committee (JCRC) during the period under review as well as other issues such as major achievements, ongoing projects, future plans of Hall Council and major challenges.

GOVERNANCE STRUCTURE

The Hall has a 2-Tier governance structure – Hall Council and Junior Common Room Committee (JCRC). The Hall Council is the highest governing body.

HALL COUNCIL

The under-listed Senior and Junior Members were on the Hall Council for the 2019/2020 academic year:

- | | | | | |
|---------------------------------------|---|-------------------|---|---------------|
| • Ms. Paulina Nana Yaa Kwafoa, | - | Hall Warden | - | Chairperson |
| • Dr. (Mrs.) Abigail Opoku Mensah | - | Senior Hall Tutor | - | Member |
| • Dr. Baah Sefah Ntir | - | Hall Tutor | - | Member |
| • Dr. Stephen Doh-Fia | - | Hall Tutor | - | Member |
| • Dr. Nichodemous Osei Owusu | - | Hall Tutor | - | Member |
| • Dr. Bernice Kyerewa Karikari Appau- | - | Hall Tutor | - | Member |
| • Mrs. Gladys Ewurama Edumadze | - | Hall Tutor | - | Member |
| • Dr. Mrs. Eunice Fay Amissah | - | Hall Tutor | - | Member |
| • Ms. Ruth Otipong | - | Hall President | - | Member |
| • Ms. Phyllis Darko-Kumi | - | Hall Secretary | - | Member |
| • Ms. Linda Appiah | - | Hall Treasurer | - | Member |
| • Ms. Abigail Boatemaa Osafo | - | Hall Manager | - | Secretary |
| • Mrs. Mary Essilfie-Afful | - | Hall Bursar | - | In-attendance |

STUDENT LEADERSHIP

The following students were duly elected/appointed as JCRC Executives for the 2019/2020 academic year:

Elected Executives

- | | | |
|----------------------------|---|----------------|
| • Ms. Ruth Otipong | - | President |
| • Ms. Nadia Mireku | - | Vice-President |
| • Ms. Phyllis Darko-Kumi | - | Secretary |
| • Ms. Linda Appiah | - | Treasurer |
| • Ms. Manuela Esenam Agume | - | SRC Rep. 1 |
| • Ms. Felicia Ataa Siaw | - | SRC Rep. 2 |

Appointed Executives

- | | | |
|---------------------------------------|---|---------------------------|
| • Ms. Seraphine Sedui Kukubor | - | Sports Chairperson |
| • Ms. Sandra Sitsofe Adzatsi | - | Entertainment Chairperson |
| • Ms. Felicia Aniagyei | - | Library Chairperson |
| • Ms. Alberta Nana Araba Essaw Korsah | - | Welfare Chairperson |
| • Ms. Fredericka Amaniampong Kyei | - | Infirmery Chairperson |
| • Ms. Abigail Attah | - | Cadet C. O. |

STAFF STRENGTH

The staff strength of the Hall stood at sixty-six (66) made up of the following:

- | | | |
|------------------------|---|----|
| • Administrative Staff | - | 3 |
| • Hall Bursar | - | 1 |
| • Hall Librarian | - | 1 |
| • Hall Assistants | - | 14 |
| • Gardener | - | 1 |
| • Artisans | - | 6 |
| • Sanitary Labourers | - | 13 |
| • Security Personnel | - | 2 |

• Conservancy Labourers	-	<u>25</u>
Total		<u>66</u>

STUDENTS' ENROLMENT

The Hall accommodated five hundred and four (504) students during the year under review.

The number comprised the following:

• Freshers	-	454
• Continuing students	-	<u>50</u>
Total		<u>504</u>

The number of continuing students in residence included Hall Executives, Athletes, Cadet Corps, Visually Impaired, Committee Members and Representatives of the Christian, Traditional and Muslim Councils.

MAJOR ACTIVITIES OF THE YEAR UNDER REVIEW

Orientation for Freshers

The Hall held its freshers' orientation on August 29, 2019. Students were taken through the following:

- Categories of staff in the hall
- Communication channel in the hall
- Facilities in the hall
- Enquiry procedures
- The use of toilets and bathrooms
- The use of student rooms
- Counselling and tutorship
- Procedure for application for introductory letters and visas
- Student welfare
- Security and fire safety tips
- Dos and don'ts of the hall

The resource persons were Management of the Hall, staff from the University Security and Fire Service Sections as well as JCRC Executives. The orientation was successful.

Passing Out Ceremony

This year's passing out ceremony was held on October 5, 2019 and was reviewed by the Senior Hall Tutor of Adehye Hall, Dr. (Mrs.) Abigail Opoku Mensah, at the Hall's forecourt. The recruits, twenty-nine (29) in number, were trained for three weeks by the officers of the Casley Hayford Air Force Cadet. Present to grace the occasion were a Hall Tutor (Dr. Stephen Doh Fia), the Hall Manager, the Cadet Patron, the Hall Executive, the Casley Hayford Band, and other Cadet Officers from sister halls.



Guard of Honour merited by the Adehye Cadet Corps

Sports and Games

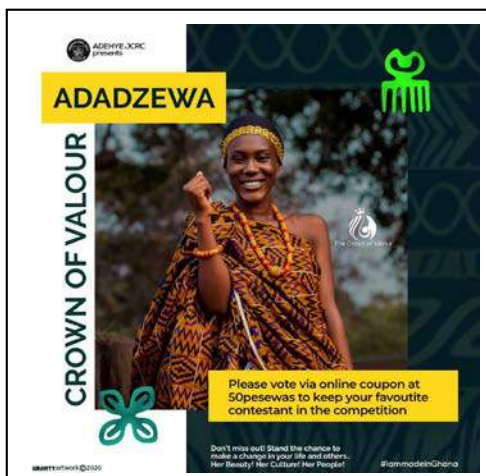
The semester started with the Freshers' Gala on September 6 and 7, 2019 in the following disciplines: soccer, volleyball, handball, and basketball. Even though the Hall did not win any trophy, the Hall was able to participate in all the activities.

The Hall again participated in the University's Inter Hall games which started from September 17, to October 15, 2019 in the following disciplines: goalball, hockey, soccer, volleyball, hand ball, netball. Adehye Hall placed first for netball, second for goalball and handball, third for basketball and volleyball.

Crown Of Valour

The Crown of Valour, an educative and entertaining programme with the theme, "Redefining Culture and Beauty of Our Generation", was organised by the Executive of the Hall and was launched on 8th February, 2020 at the Hall's forecourt. Two (2) shows were held at the Hall's JCR.

Ten (10) participants exhibited their talents on the similarities and differences between two regions and some aspects of culture. The grand finale is pending until school resumes from the Covid-19 break to crown the winner.



Contestants of Crown of Valour

Tutorial Group Meetings

Students were assigned to their various Hall Tutors at the beginning of 2019/2020 academic year. Tutors interacted with the counsellees via seminars/workshops/fora, bulk messaging, social media, telephone conversation and one-on-one meetings. Topics discussed included on meaningful Studies, Time Management, Anger Management, Relationships, Co-habitation on campus, Health, Cleanliness, Rape cases, Lesbianism, Living in harmony, Examination malpractices and Security alertness.

STAFF DEVELOPMENT

The Hall supported staff who declared their intentions for further studies by endorsing their study leave application forms. It also granted permission to staff to participate in on-the-job and career development training programmes organised by the Training and Development Section of the Directorate of Human Resource. Again, the Hall Administration held meetings with staff on a regular basis to review their work performances, and situations that have helped most staff to perform tremendously on-the-job.

MAJOR ACHIEVEMENTS

Hybrid Library

The JCRC and the Hall Council are embarking on a hybrid library project which, when completed, will help the students with their academic work. Work on the library is about 80% complete. Work has stalled due to the Covid-19 break.

Sanitation

Adehye continues to be conscious of the wellbeing of its students, a reason for which it inculcates in its staff briefings the relevance of maintaining healthy environment in and around the Hall while requiring them to be up-to-their tasks. Commendations it receives from students (present and past), visitors and staff on the improved sanitation in and around encourage it to do even more.

Low Record/Reports of Bedbug Outbreak

The constant spraying exercises the Hall undertakes has resulted in low records or reports on bedbug outbreak which is a big relief for the Hall Management as well as the students.

Improved attitude of Staff towards Work

Through regular meetings with staff and other measures such as signing thrice in the attendance book and the use of the movement book, the attitude of staff towards work has improved. Absenteeism and leaving duty when it is not closing time have reduced.

Royal Garden

Students are putting into good use the Royal Garden for activities such as group discussions and receiving of visitors.

Improved Maintenance Culture

Constant meetings with students have resulted in improved maintenance culture as far as the use of facilities in the Hall are concerned. They include the use of sinks, washrooms, room sockets, wardrobes, louvers etc.

Refurbishment of Library

To have a comfortable library for learning, the Hall has procured new desks and chairs.

Painting of the Hall

As part of its maintenance culture, the Hall has painted its entrance and every room in the Hall.

KEY CHALLENGES

The Hall faces challenges, as enumerated below.

- Sanitation – The Hall has an effective policy on sanitation (a three-times cleaning schedule) which has kept the hall's environment as conducive as it is now. However, due to the fact that there is no common washroom (s) around the Assembly Hall for students, its ground floor washrooms are also used by majority of female students who come for lectures at the Old Site. The Hall, thus, goes the extra mile in keeping its ground floor washrooms clean all the time and this causes increase in its cost of operation.
- Inadequate Security – Two security personnel are always expected to report for duty on daily basis (for morning and evening shifts). The situation where no security personnel reports for either morning or evening shift and sometimes where no security personnel reports at all is becoming rampant. This negatively affects the security in the Hall.
- Water Supply – The supply of water in the Hall has not been constant. As a result, the Roads and Water Unit of DPDEM were contacted to assess the situation. They came up with a report that the pipe that connects water to the Hall was very small. Hence less water comes into the Hall, making it difficult for Hallers.

MEASURES PUT IN PLACE TO CURB SECURITY PROBLEMS

- Regular inspection and collection of male visitors' IDs at Enquiries.
- Utilisation of room representatives.
- Regular meetings with students to educate them on security and other issues.

MEASURES PUT IN PLACE TO CURB WATER SUPPLY CHALLENGE

- The estimated budget by the Roads and Water Unit of the Directorate or Physical Development and Estate Management, has been approved by the Vice-Chancellor. Work has started in the Hall to fix pipes where necessary and it is envisaged that the completion of the project, will go a long way in solving the water situation in the Hall.

RECOMMENDATIONS

Based on the challenges mentioned above, the Hall recommends the following:

- That the sanitation situation in the Hall be controlled; it is proposed that the University should provide washrooms outside the Hall for students who attend lectures at the Old Site.
- That the Security Section should inform the Hall about situations where the security personnel stationed at the Hall, at any particular time, would be moved to another place(s) or would not report for duties for reasons known to them (the Security Section). This will enable the Hall to take adequate steps to keep its security intact during their absence.
- That the University should install CCTV cameras in and around the Hall to enhance security. For example, the presence of CCTV cameras could help in identifying thieves or deviant

people who enter the Hall to commit wrongful acts.

CONCLUSION

The Hall has had a fruitful year and it hopes to continue providing harmonious accommodation for its students, visitors, workers and the University as a whole. It also hopes to improve its operations should the recommendations stated above be considered promptly.

CASELY HAYFORD HALL

INTRODUCTION

Casely Hayford Hall (CASFORD) was established in 1967. It is the oldest residential facility in the North Campus of the University of Cape Coast (UCC). CASFORD has two blocks (A and B) with 880 beds for students (656 four in a room and 224 two in a room). There are 80 and 100 cubicles of toilets and bathrooms respectively in the Hall. The Hall has a library and a conference room in addition to the offices for management.

VISION

To create a high quality living-learning environment that challenges students to achieve excellence.

MISSION

To provide a secure accommodation that is conducive for academic and personal development.

CORE VALUES

- Excellence
- Empowerment
- Equal opportunities
- Ethical behaviour

STAFF STRENGTH AND STUDENTS ENROLMENT

The number of regular workers in the Hall varied between 60 and 66 during the year under review due to transfers. In May, 2019 CASFORD had 60 regular workers in the following categories:

- 14 Senior Member
- 6 Senior Staff
- 54 Junior Staff

During the year under review, a total of 850 students (including 13 persons with disabilities) were offered accommodation in the Hall.

AWARDS

Among the outstanding awards received by the Hall during the period under review are the following:

- Over all Champions of the 2019 Inter Hall Athletics Competition of the University with 13 medals:

- » 7 Gold
- » 2 Silver
- » 4 Bronze

KEY PROJECTS IMPLEMENTED

The under listed were the key projects implemented by the Hall Council during the year under review:

- Refurbished CASFORD Infirmary
- Awarded the Best Graduating Student (2019) of the Hall

MAJOR ITEMS PROCURED

The major items procured by the Hall Council during the year under review were:

- 20 Leather-Covered Mattresses
- Installation of bio-digesters and treatment system
- Tiling of 62 rooms

KEY PROGRAMMES ORGANISED

The key programmes organised by the Hall Council during the year under review included:

- Orientation and Akwaaba Week for the First Year Resident Students of the Hall
- Management-Staff Consultative Meeting on December 21, 2019.
- Management-Student Consultative Meetings
 - » 1st - 05/02/2020
 - » 2nd - 27/02/2020

CHALLENGES

Among the major challenges the Hall was confronted with during the year under review were:

- Poor attitude of workers (e.g. lateness and poor supervision)
- Indiscipline among students affiliated to the Hall (e.g. unauthorised procession)
- Theft in the Hall (e.g. laptops, mobile phones)

FUTURE PLANS

The Hall Council has the intention to implement the following projects in future:

- Procurement of a plant for the Hall
- Tiling of rooms (Block A)
- Construction of a gymnasium in the Hall

CONCLUSION

Casely Hayford Hall Council pledges to work assiduously to accomplish the mission and vision of the Hall and contribute towards the realisation of the corporate vision of the University of Cape Coast.

KWAME NKRUMAH HALL

INTRODUCTION

The Kwame Nkrumah Hall, the Hall of excellence among the ten halls of residence, was established in 1995 to accommodate both male and female fresh students and few continuing students' affiliates of the Hall. The Hall is located at the eastern end of the north campus adjacent to Valco Hall. The Hall has eight blocks (A, B, C, D, E, F, G, and H) with normal rooms, flats, flatlets, and annexes. The Hall is governed by the Hall Council, Hall Management and the Junior Common Room Committee whose membership and duties are enshrined in the Students Handbook. The Hall operates with a percentage of funds from the Residential Facility User fee from affiliates accommodated in the hall supported by some internally generated funds. Some facilities in the Hall include: E-Library, Library, Infirmary, Conference Room, Gym, Guest room, Basketball court, Football pitch, Water treatment plants, a Generator and a Garden.

VISION

To be a model University Hall of Residence in providing high quality opportunities for academic work and social life.

MISSION

To be a pacesetter in the provision of high quality access to academic and social facilities through appropriate policies, activities and infrastructural development for the benefit of students, staff and other stakeholders.

STUDENTS' ENROLMENT

The total student affiliates for the 2019/2020 academic year is about 3390 (made up of 1073 first year students and 2317 continuing students).

STAFFING CAPACITY

Currently, the Hall has staff strength of three (3) Senior Members, (4) Administrative staff, 14 Hall Assistant, 31 Conservancy Labourers, 27 Sanitary Labourers, (9) Technicians/Artisans, 3 Security men, and one (1) Principal Accounting Assistant.

STAFF DEVELOPMENT/AWARDS

During the period under review, staff of the Hall participated and benefitted from a number of capacity building and training programmes, as summarized below:

- Dr. Daniel Sakyi Agyirifo was appointed as a Senior Hall Tutor with effect from October 1, 2019.
- Mr. John Kyei, the Presiding Hall Assistant, was promoted to Principal Hall Assistant with effect from November 1, 2019.
- Mr. John Arthur, Ms. Alice Yakubu, and Mr. Anthony Arthur Mensah were promoted to the rank of Sanitary Headman with effect from December 2, 2019.
- Mr. George Quansah, Mr. Bismark Tabi, Mr. John Dongbetigr, Mr. Paul Noameshie Ahedor, and Mr. Richard Asankomah were also promoted to Head Conservancy Labourer
- Following his successful completion of Bachelor of Education (Psychology) and subsequent interview, Mr. Fredrick Otoo appointment was upgraded to the rank of Hall Assistant with

effect from October 1, 2019.

- Mr. Fredrick Otoo has been granted study leave with salary to pursue a weekend/Distance/E-Learning programme in the University of Cape Coast.
- Nancy Oduro-Asabere, Junior Assistant Registrar, participated in a one-day Continuous Professional Development workshop and mini congress 2019 on July 13, 2019 at the University of Cape Coast.
- Nancy Oduro-Asabere, Junior Assistant Registrar, participated in a two-day seminar on Contemporary Trends in Public Relations Practices from October 3 – 4, 2019.
- Administrative Staff and National Service Personnel participated in a one-day in-service training workshop on letter writing, agenda writing, and minutes writing on March 16, 2020.
- The Hall Assistants and Hall Management participated in a one-day in-service training workshop on security alert and consciousness in the hall on May 21, 2020 which was facilitated by the University Security Section.



Hall Forum



Orientation for First Year Students

STUDENTS' SUPPORT SERVICES

- An orientation programme was also organised for first-year students in the School on September 5, 2019.
- Three staff-student consultative meetings (Hall Forums) were held during the period under review on September 5, 2019, November 16, 2019 and January 31, 2020 respectively. Issues raised were centred on security in the Hall, water shortage, uncompleted projects, Hall Council decisions and programmes, Hall projects, JCRC programmes and projects in the Hall, discipline, JCRC election and many more.
- Management in collaboration with JCRC organised two diaspora meetings with affiliates in the diaspora on hall programmes, participation in hall programmes, JCRC programmes and issues affecting students such as discipline and security.

Management and JCRC meeting with affiliates in the diaspora

- Thirteen Hall tutors have been assigned to counsel students in the hall on issues such as relationships management, time management, substance abuse, financial management, healthy living, security consciousness, how to overcome depression, effects of drug

addiction and abuse, developing good interpersonal relationship, personal development, overcoming inferiority complex and many more.

PHYSICAL STRUCTURES AND VIRTUAL INFRASTRUCTURE

During the year under review, the following physical structures and virtual infrastructure projects were undertaken in the Hall:

- All flats and flatlets were painted while two flats were tiled.
- A split air-condition was provided in the Hall Master's office.
- Management also procured 25 metal beds and 40 mattresses to accommodate more first year students in the reading and workers' rooms.
- 4-in-1 and 2-in-1 workstations were purchased for the General Office and the Accountants office; curtains were provided for the Hall Master, Hall Manageress, Senior Hall Tutor, and the General offices.
- Six swivel chairs and two conference chairs were provided for the General office, Senior Hall Tutor, Hall Accounts and Hall Assistant lodge.
- To enhance identification of facilities and directions of movements of students, a way-finding sign and blocks/facilities labelling were 96% completed.
- Dislodging of the Cesspit was 70% completed.
- To improve on waste management in the hall, ten (10) pieces of 500 liters dustbins were been secured from the Environmental Health Section to augment the existing ones.
- The JCRC procured 100 foldable chairs to support hall programmes and activities and 10 standing marker boards to encourage group studies.
- The JCRC also provided curtains in all the rooms in the Hall.

INTERNATIONAL PARTNERSHIPS AND INDUSTRY LINKAGES

The hall is in collaboration with forty-eight (48) Engineer Regiments in the training of the Excellence Army Cadet of the hall.

FUTURE PLANS

In the near future, Hall Council, Management and JCRC of the Hall intend to embark on the following projects, programmes and activities:

- Paint the Hall
- Complete tiling of the rooms in the C-Block
- Complete the conversion of the carpentry shed to workers' room
- Procure ten (10) rooms scaffolds for the hall to aid the work of the artisans
- Complete dislodging of the cesspit
- Provide study chairs and tables for the rooms
- Connect the underground water reservoir to the Hall
- Connect the hall to the University website
- Design student portal for affiliates
- Tile some of the bathrooms in the Hall
- Organise more professional development programmes and in-service training workshops for staff.

OGUAA HALL

INTRODUCTION

This report highlights major activities carried out by the Hall Council and the JCRC during the period under review (2019/2020 academic year) as enshrined in the Hall's Strategic Plan. Issues such as achievements, projects, future plans of the Hall Council and major challenges are also captured in the report.

MISSION

The Hall is committed to providing a safe, comfortable, secure and nurturing learning environment that is conducive for academic pursuits, personal growth and development while fostering a sense of community, civic responsibility and appreciation of diversity.

VISION

With the quest to maintain and consolidate the premiership position of the Hall as residence in the University, it always strives to live by the motto of the Hall - "Nyimdzii, Korye na Asomdwe", which literally means Knowledge, Unity and Peace.

CORE VALUES

Excellence, Empowerment, Equal Opportunities, Ethical behaviour

STUDENT ENROLMENT

The Hall has about 1,072 resident students with over 3,000 affiliates as non-resident students.

STAFF STRENGTH

The Hall has staff strength of seventy-seven (77) made up of the following categories:

Hall Warden	-	1	Sanitary Labourers	-	9
Senior Hall Tutor	-	1	Gardeners	-	2
Administrative staff	-	2	Artisans	-	4
Hall Bursar	-	1	Electrical Technician	-	2
Hall Assistants	-	19	Conservancy Labourers-		35
Library Staff	-	1			

STAFF DEVELOPMENT/AWARDS

During the period under review, three (3) staff of the Hall were granted approval for further studies by the University.

SERVICES RENDERED TO STUDENTS BY THE HALL

Services Oguaa Hall provide to its junior members include the provision of residential accommodation to students, counseling services, conflict resolution, ensuring safety and security of resident students, handling student complaint, issuing and taking custody of keys to rooms in the Hall, provision of an infirmary desk to cater for first aid and hastening cases for onward transfer to the hospital, and serves as custodian of all Hall property and that of the University in the Hall's possession.

PHYSICAL STRUCTURES AND VIRTUAL INFRASTRUCTURE

Refurbishment of Hybrid Library

Due to power outage which led to destructions of all the Computers at the Hybrid Library, students were unable to benefit from its usage. The Hall Management in collaboration with the JCRC has re-wired, renovated and purchased twenty (20) new computers with fully installed internet connectivity to enhance research and academic work. Additional ten (10) computers will be purchased by the end of the academic year to augment the number.



Creation of Information Centre (ALOFI FM)

The Hall JCRC has created an information address centre where information is easily relayed to Student from both Hall Management and JCRC. It aims at empowering students who have interest in radio work to enhance and improve their skills.



Refurbishment of an Infirmary

With regards to one of the major key thrusts as enshrined in the Hall's Strategic Plan, which is to improve upon the health and recreational activities within the Hall, there was the need to equip the Hall Infirmary. Today as we speak, the Infirmary has been renovated and refurbished to the best standard required and well equipped to provide basic healthcare to students.



Purchase of Bunk Beds

Hall Management within the academic year has purchased sixty-five (65) beds to augment the old one. Plan are that additional fifty (50) will be purchase before commencement of next academic year.

Fixing of Dry-Line Poles

Hall Management has been able to provide about sixty (60) dry-line poles and dry-lines fixed to add up to the old ones due to increase in the number of residents in the Hall.

Renovation of Washrooms

The Hall Council still keep to the plans of renovating all the thirty-four (34) wash rooms but in phases. Currently, fourteen (14) out of the thirty-four (34) washrooms have been renovated. Plans are far advanced to renovate twelve (12) more precisely at Blocks E and G.

ACHIEVEMENTS

The Hall excelled in almost all the sporting activities (Freshers and Inter-Hall Games) held for students in the 2019/2020 academic year, winning eight (8) Gold Trophies. Some Silver and Bronze medals were also won.

FUTURE PLANS

Construction of conference room, improving the internal beautification of the Lawn (especially, growing more grass), providing more computers for the hybrid Library, completing the renovation of all thirty-four (34) washrooms are some of the plans of the Hall.

CONCLUSION

To conclude, though the Hall has chalked a lot of successes all geared toward achieving our set goal as outlined in the Strategic Plan, Management still believe that a lot more must be done to make our plans a reality.

STUDENTS' REPRESENTATIVE COUNCIL HALL

INTRODUCTION

SRC Hall, though one of the newly created Halls of residence, strives to exceed expectations as its slogan goes. Exceeding expectations relies on the relentless efforts of the Hall Management, Staff and Students. The SRC Hall was constructed with the aim to provide alternative accommodation for students at the time when the infamous in-out-out-out residential policy was introduced. This report highlights briefly the state of the Hall in terms of the following thematic areas:

GOVERNANCE OF THE HALL

Hall Management

Currently, the Hall is managed by a 4-member Management Team comprising the following Officers:

- Dr. Charles Adabo Oppong - Hall Master
- Mrs. Charity Abraham - Hall Manageress

- Mr. Urel Ewusi Presiding - Hall Assistant
- Mr. Henry Ofori - Hall Accounts Officer

Management of the Hall is supported by a ninety-five (95) member workforce comprising Administrative staff, Accounts staff, Hall Assistants, Environmental Health Workers, Artisans, National Service Personnel, NaBCo staff, and Security Guards.

STUDENTS' LEADERSHIP

The Junior Common Room Committee (JCRC) for 2019/2020 academic year consisted of the under-listed officers.

- Stephen Brako Asare - President
- Ashitey Geeta Naa Botor - Vice-President
- Zottor Grace Akua - Secretary
- Zottor Joseph Yorm - Treasurer
- Hennrich Anderson Agboloso - SRC Rep. 1
- Bernard Baah - SRC Rep. 2
- Bennett Ansah Bart - Welfare Chairperson
- Frederick Quicoo - Sports Chairperson
- Kingsley Akwasi Asare - Entertainment Chairperson
- Meshack Kwaku Davies - Health Chairperson
- Clinton Kofi Tawiah - Library Chairperson
- Emmanuel Annan - Publicity Chairperson
- Ofori Koomson - Planning and Organising Chairperson
- Samuel Opere - Maintenance Chairperson
- Elvis Chaneyellis - Finance and Sponsorship Chairperson
- Godfred Dakora - Diaspora Committee Chairperson

MAJOR PROJECTS UNDERTAKEN WITHIN THE YEAR UNDER REVIEW

Rooms Allocation for the 2019/2020 Academic Year

The Hall received its fresh students on August 24, 2019 and continuing students on August 31, 2019. Room allocation in the Hall is basically done at the beginning of every academic year to assign students to the various rooms in the Hall. The 2019/2020 academic year's allocation was done, using a computerized software provided by IPRO solutions. Freshers were allocated to the rooms they selected online whereas continuing students were assigned rooms on the basis of first come, first served. In all, the Hall accommodated about one thousand three hundred and sixty-five students (1,365) consisting of 662 first year students and 703 continuing students.

JCRC Election

The election to elect JCRC Executives for the 2020/2021 academic year was scheduled for March 26, 2020. However, that could not come off due to the emergency closure of the University in March as a result of the Covid-19 pandemic.

Projects Completed in the Hall

The Hall has completed the following projects:

- Relocation and renovation of JCR
- Relocation and upgrade of Reading Room

- Provision of over 100 towel racks at balconies
- Procurement of 140 student mattresses for students
- Replacement of spoilt water pumps to facilitate water supply in the Hall
- Procurement of 120 wooden bunk beds
- Construction of a Polytank stand at the back of Block B

Ongoing Projects

- Renovation and upgrade of the Hall's Infirmary
- Manual dislodging of septic tanks
- Procurement of Rambo 2500 (25,000 litres) Polytanks
- Installation of Close Circuit Television (CCTV)
- Relocation of Enquiry and other officers

FUTURE PLANS

The Hall intends to undertake the following projects in the 2020/2021 academic year:

- Renovation of washrooms
- Conversion of shops to student rooms
- Interior painting
- Replacement of spoilt toilet pots

STRENGTH

The Hall has preserved its sanitation standard as it is still being recognised as the cleanest Hall on Campus. The sanitation campaign under the theme "Keeping a litter free environment" is ongoing with workers being charged to tidy up their various posts at least twice every day. There is also General Cleaning on Mondays which has also contributed positively to sanitation condition in the Hall.

CHALLENGES

Despite the successes chokod within the year under review, the Hall is faced with the following challenges:

- High cost of maintenance.
- Poor internet facility
- Lack of Hall vehicle for official duties
- Irregular emptying of dustbins at the Hall
- Inadequate funds to run the Hall

CONCLUSION

With regard to the Core Values and Objectives of the SRC Hall being providing adequate alternative accommodation for students and providing clean and conducive environment for students and other guests respectively, we hope to uphold our reputation with the support of the University Management and major stakeholders at large.

SUPERANNUATION HALL

INTRODUCTION

The idea of the Superannuation Hall in University of Cape Coast was conceived by Ghana Universities Staff Superannuation Scheme (GUSSS) University of Cape Coast Branch in 2014 with the aim of providing alternative accommodation for both local and international students. The University of Cape Coast Superannuation Hall (UCCSH) is a vibrant and cosmopolitan Hall and the opportunity of living with people from all parts of the world is a vital part of the Hall experience. The Hall was constructed within a two-year period and has the capacity to accommodate up to One Thousand, Four and Ninety-Two (1,492) students including both Local and International Students.

When the University goes on vacation, the Hall operates a commercial letting operation to also enable the Hall to serve the community in which it is located. The Hall also offers temporary accommodation for visiting and relocating academic staff and is committed to working to ensure that applicants and students with disabilities are supported to access appropriate accommodation and pastoral support in the University.

The Hall Management aims to provide a first-class service, within a sound financial framework which supports and enhances the learning goals of students. In creating and sustaining a positive environment for Hall residents, the Hall Staff play a key role in encouraging positive attitudes and activities within the Hall.

VISION

To be the students' Hall of (first) choice, with world-wide acclaim in supporting students learning experience and academic excellence.

MISSION

As the Hall of choice, with dedicated well-trained and motivated Staff, we are grounded in our values to create an environment that ensures students' holistic growth, promotion of personal responsibility and impeccable academic achievements.

SLOGAN

Your Safety, Comfort and Success, Our Business

CORE VALUES

As a Hall, we are established in a set of core values to be upheld by the staff and students which provide general guidelines towards the achievement of the vision of the Hall and the University as a whole. These core values are:

Gallantry: Staff and students of the Hall exhibit brave behavior and are polite to our clients and peers, holding themselves accountable to others for their actions and conduct themselves in a manner that upholds the integrity and image of the Hall.

Understanding: Staff have the requisite knowledge and understanding of housing students which enable us to provide high-quality and timely-service by treating everyone with respect.

Service: We provide quality service with an expectation that all staff are committed to making

residents and guests feel welcome. We find ways to provide high-quality and timely-service solutions. Returning phone calls and answering emails within 24 business hours, greeting guests with smiles, and treating everyone with respect shows our pride in serving.

Selfless: Our staff have self-sacrificing attitude towards work. Student-Centred Philosophy in everything we do, our students come first, we strive to create an environment that values the unique background and perspectives of all our students.

CORPORATE OBJECTIVES

- To provide a safe and secured living environment that complements the mission of the University.
- To ensure that students coming from different parts of the world learn to live together and strengthen their relations with mutual cooperation and goodwill.
- To provide and support well-trained staff to assist residents as they pursue successful University experience.
- To conduct regular assessments of student needs and expectations to ensure that our facilities and services are responsive and effective.
- To encourage an environment of mutual respect that promotes personal, social and academic development.
- To enhance the physical environment, infrastructure and facilities through planned preventive measures.
- To promote the Hall and make it more visible through ICT, Social Marketing and Networking.
- To vigorously work to improve revenue generation and enforce fiscal discipline.
- To challenge residents to accept responsibility for themselves as individuals and as members of the residential community through the policy of self-determination and discipline.

THE SUPERANNUATION HALL MANAGEMENT COMMITTEE

The Hall is managed by an eight-member management committee. The membership of the Committee comprises the following:

- | | | |
|---|---|------------------|
| • Director of Finance/Fund Manager GUSSS | - | UCC Chairperson |
| • Hall Master | - | Member |
| • Director, Directorate of Academic Affairs | - | Member |
| • Rep. of DPDEM | - | Member |
| • Rep. of Security Section | - | Member |
| • Rep. of UTAG | - | Member |
| • Schedule Officer for GUSSS | - | Member |
| • Manager | - | Member/Secretary |

Functions

The Committee is mandated to ensure the effective management and administration of the affairs of the Hall, particularly with reference to ensuring the judicious use of the financial and other resources of the Hall.

Specifically, the Committee perform the following functions:

- Exercise general oversight over the management of the Superannuation Hall.
- Ensure that the Hall Master and Hall Manager keeps books of accounts of the Hall and

prepares Income Statements and Statements of Financial Position at the end of each financial year.

- Ensure annual auditing of the Accounts of the Hall.
- Report activities of the Hall to the GUSSS Board.

THE SUPERANNUATION HALL ADMINISTRATIVE COMMITTEE

Membership

- | | | |
|-------------------------------------|---|------------------|
| • Hall Master | - | Chairperson |
| • Head of Environmental Health Team | - | Member |
| • Head of Technical Management Team | - | Member |
| • Head of Security | - | Member |
| • Rep of JCRC | - | Member |
| • Account Officer | - | Member |
| • Hall Manager | - | Member/Secretary |

Functions

The Superannuation Hall Administrative Committee exercises oversight over the daily administration of the Hall.

Specifically, the Superannuation Hall Administrative Committee perform the following functions:

- Ensures that the Accounts Officer and JCRC Treasurer keeps books of accounts of the Hall and prepares Income Statements and Statements of Financial Position at the end of each financial year.
- Ensure annual auditing of the Accounts of the JCRC and the Hall.
- Report to the Management Committee of the Hall through the Hall Master.

FACILITIES OF THE HALL

The Superannuation Hall provides highly competitive facilities and services to students and other residents. These include the following:

- Well-furnished Students Rooms with Kitchen, Washrooms and a Balcony
- Maximum Security
- Routine Maintenance
- Uninterrupted Power Supply
- Uninterrupted Water Supply
- Elevator to aid the Physically Challenged
- DSTV
- Clean Environment
- Study Rooms
- Library
- Three Conference Rooms

STAFFING

During the year under review, the Hall had Two (2) Senior Members and thirty-eight 38 supporting staff comprising, an administrator, Nine (9) Artisans, twelve (12) Hall Assistants, One (1) Finance Staff and Nineteen (19) Conservancy Cleaners.

ACTIVITIES OF THE HALL FOR THE YEAR

Accommodation allocations Students for the year August 2019 to May 2020

In the year under review the Hall accommodated 1 178 regular students, comprising, 203 Level 100 students, 428 Level 200 students, 349 Level 300 students, 193 Level 400 students and 5 Level 500 students. Out of this, 18 students are international students, of which eight (8) are from Ivory Coast, two (2) from Togo, one (1) from Burkina Faso and seven (7) from Nigeria. In Addition, during the 2019/2020 Sandwich Session, the Hall accommodated 170 Sandwich Students.

The Hall also accommodated a Lecturer, a National Service Personnel, a Medical Doctor and three (3) Chinese Lecturers from the Confucius Institute during the year under review.

Freshers Akwaaba and Orientation: September 4, 2019

The Hall organised an Akwaaba and Orientation programme for freshers (that is level 100 students) from March 4 to September 7, 2019. The programme outline was as follows: Fire drills/Safety measures, Security Tips, Room Management, Cleaning Guide/ Handbook for Superannuation Hall Residents, Students Relationship Talk, a Bonfire Night, Aerobics, Trip to Cape Coast Castle & Elmina Castle and a Dinner.

CONCLUSION

The Hall has a number of challenges, with the major ones being:

- No duty vehicle.
- Poor Internet Connectivity.

On the other hand, our achievements are:

- Strong hall brand.
- The quality of facility and resources in the hall.
- Effective hall Administration.
- Experienced, self-motivated, resourceful and dedicated staff.
- Envious team spirit among staff.
- Excellent students/management relationship.
- Open door policy and effective channel of communication.
- Disability friendly.

Outlook of the Superannuation Hall 2020-2024

- Increase the facilities to ease the accommodation pressure on students.
- Include a restaurant and Hall laundry to our services rendered to students.
- Increase Revenue Generation.
- Improve Security for Staff and Students.

ALUMNI HALL

INTRODUCTION

The University Alumni Hall, formerly known as Alumni Hostel, was built with funds from contributions from University Alumni to help ease accommodation problems for undergraduates on UCC campus.

Prior to its building and commissioning, undergraduate students were housed in the existing traditional halls of residence. As the University expanded and more undergraduate programmes were introduced, the number of undergraduate students grew, culminating in the need for additional halls and hostels to house them. Members of UCC Alumni Association, at an Annual General Meeting decided to contribute 1% of their salaries for five years to build the then Hostel. Later on, an additional fund, through a loan contracted from Prudential Bank was sourced to complete the project on time. The Hostel was commissioned on October 27, 2012, by the then Vice-Chancellor and President of Alumni Association, Prof. Domwin Dabire Kuupole, supported by two former Vice-Chancellors, Prof. Naana Jane Opoku-Agyemang (2008-2012) and Rev. Prof. Emmanuel Adow Obeng (2001-2008). A Hostel Management Committee, chaired by Prof. Dora F. Edu-Buandoh, was constituted and charged to manage the Hostel in 2012. The Committee managed the Hostel till August 2018 when it was handed over to a new Management Board, chaired by Prof. Victor Y. A. Barku.

TYPES OF OCCUPANCY

The Alumni Hall caters for undergraduate continuing students.

Sandwich students are also provided with accommodation during the vacation period.

NUMBER OF ROOMS

The Alumni Hall has three (3) floors. Ground floor has twenty-two (22) rooms, while first and second floors have 32 rooms each. There are one hundred and sixty-nine (169) beds in the hall. One hundred and forty-nine (149) beds are allocated to Ghanaian students and the twenty (20) remaining beds reserved for International students.

Other essential services rendered to the students include:

- 1 Salon
- 1 Convenience Shop
- 1 Snack Bar

VISION

The Alumni Hall vision is to be a dynamic Centre of excellence in providing accommodation for undergraduate students on the University of Cape Coast campus.

MISSION

The mission of the University Alumni Hall is to maintain clean and comfortable premises that ensure that each guest receives prompt, professional, friendly and courteous service.

STAFF STRENGTH

Apart from the Management Board of the Hall that comprises the Hall Master, 3 Hall Tutors, and the Administrator, there are eighteen (18) supporting staff who assist in the administration of the Hall.

PHYSICAL STRUCTURES AND VIRTUAL INFRASTRUCTURE UNDERTAKEN

- Biometric access control system installed.
- Hall Assistant Lodge enclosed.
- Broken septic chambers renovated.
- Broken fence wall renovated.
- Three (3) rotten doors replaced.
- Security lights were mounted at all vantage points in the hall.
- E-mail address has been created for the Hall and displayed on Students Notice Board.
- Wifi connectivity has been installed.

FUTURE PLANS

- Mounting of Study Centres and Resting Structures for the students.
- Closing of the opening between the entrance of the Hall and Sasakawa Centre.

VALCO HALL

INTRODUCTION

Valco Hall was officially named on February 27, 1993 as the fourth traditional hall of residence of the University of Cape Coast. The Hall has three hundred and thirty-six (336) rooms, on twenty-four (24) floors with fourteen (14) rooms per floor. In addition, there are ten (10) flats, twenty-four (24) flatlets and twenty (20) bedsitters (kitchenettes). Other facilities include a well-furnished conference room, gymnasium, well-stocked library and a modern infirmary. During the year under review, the Hall accommodated 1088 fresh students and 294 continuing students of both sexes.

VISION

To maintain a status as a leading hall of residence in the University of Cape Coast, unique and innovative in its activities.

MISSION

Valco Hall is an equal opportunity Hall endowed with conducive facilities for accommodation. Through regular maintenance, sustainable sanitation schedule and promotion of good human relations, hallers are challenged to be unique, innovative, and responsible citizens. The hall constantly seeks alternative ways to respond to changing needs. The Hall Management continues to adequately motivate its staff.

STAFF STRENGTH

The Hall has staff strength of sixty-six; made up of 5 administrative staff, 1 Bursar, 1 Library staff, 12 Hall Assistants, 31 conservancy staff, 14 sanitary staff, 7 artisans and 2 grounds staff.

STAFF DEVELOPMENT/AWARDS

During the year under review, the Hall Council organised excellence award to motivate staffs of the hall. Five (5) staff of the Hall were awarded for hard work and dedication to work. The award was initially slated to take place at the 29th Annual Hall Week Durbar but the Hall Week was cancelled. Most activities scheduled to take place was put on hold due to the temporary closure of the University in the face of the Covid-19 pandemic.



Presentation of awards to staff

PROJECTS/SERVICES UNDERTAKEN/PROVIDED IN 2019/2020 ACADEMIC YEAR

Renovation of JCR.

The Hall Council together with JCRC renovated the JCR of the hall to give it a facelift and is now one of the best JCRs in the University. Refurbishment of the Multi-purpose basketball court of the Hall is also completed.

SPORTS AND RECREATIONAL ACTIVITIES

The Hall Council continued to support and encourage affiliates to engage actively in the areas of sports, cadet, and other activities to enhance academic work and socialization. Our sports men and women excelled in the 2019/2020 inter-hall sports competition. They won six (6) gold, two (2) silvers, and five (5) bronze medals in the inter-hall cross country and goal ball competitions and other disciplines.

29TH HALL WEEK CELEBRATION

The Hall could not celebrate its 29th Hall week due to the suspension of all hall week activities in the various Halls in the wake of disturbances that occurred on February 22, 2020 between Atlantic Hall and Oguaa Hall.

STAFF DURBAR/MEETINGS

Two Management-Staff durbars were held. Hall Management and Staff had the opportunity to assess the activities and strategic plans being rolled out in the hall. The concerns and issues of staff were amicably and professionally addressed during the meetings.

STUDENTS SUPPORT SERVICES

The Hall has fourteen (14) Tutors and one Counselor who participated actively in the activities of the Hall during the first semester of the academic year. They rendered tutorial, advisory and counseling services to the students.

There were two Hall Student-Management consultative meetings during the year under review. This was to address issues and challenges confronting students in the Hall.

PHYSICAL STRUCTURE AND VIRTUAL INFRASTRUCTURE

During the 2019/2020 academic year, the Hall Council undertook the following:

- Procured 60 beds to replace broken beds in some selected rooms.
- Together with the JCRC procured 300 pieces of leather mattress covers.
- Tiled 14 bathrooms.
- Supported the JCRC to procure 2 tents and 100 chairs.
- Refurbished tables and chairs at the library. Supported by the JCRC.
- Extended internet connectivity to all the offices and the Hall library.
- Washed and disinfected all the Polytanks in the Hall.
- Procured fifty (50) tables and chairs for the flats and flatlets.

PARTNERSHIP/INDUSTRY LINKAGES

During the period under review, the Cadet Corps of the Hall visited Ghana Military Academy at Teshie-Greater Accra. This was to provide educational training as part of their activities.

CHALLENGES

Valco Hall faced several challenges, including:

- High cost of maintenance or repairs of Hall facilities.
- Rampant theft cases in the Hall due to insufficient security.
- Congestion in the rooms.

FUTURE PLANS

- Refurbishing the Conference Room and the Main Entrance of the Hall (Estimate submitted for approval).
- Strengthening linkages with Alumini, External Institutions and Industries.
- Re-painting the Exterior of the Hall (letter submitted for approval).
- Constructing a Fence wall behind the Hall. (Await design and estimate).
- Providing wardrobes in all the rooms.
- Tiling all rooms.
- Expanding students' washing area.
- Replacing all wooden beds in the Hall with metal beds.

VALCO TRUST HALL

INTRODUCTION

The Valco Trust Hall continued to provide quality accommodation for students of the University of Cape Coast in the year under review. Management Board of the Hall was committed to ensuring that accommodation challenges of students (especially postgraduate students) were minimized on UCC campus. Prior to its building and commissioning, graduate students were housed in the existing traditional halls of residence. The University's quest for expansion and the increment in the student population coupled with the desire of Graduate Students to have a Hall of their own warranted the establishment of the Graduate Hall. A request by the then

Vice-Chancellor, Professor S. K. Agyepong, to the Trustees of the Valco Trust Fund for the establishment of the Hall was granted. The Valco trust Hall was commissioned by Dr. J. A. Bukoo-Allotey on January 29, 2003 on behalf of the Management of the Board of Trustees of the Valco Trust Fund.

VISION

To become a first class accommodation facility on the University of Cape Coast campus.

MISSION

To provide well-maintained, community-oriented facilities where residents and staff are empowered to learn, innovate and succeed.

TYPES OF OCCUPANCY

In the year under review, the Valco Trust Hall provided accommodation for both postgraduate and undergraduate students. Seventy-five percent (75%) of the rooms were for postgraduate students and twenty-five percent (25%) were for undergraduate students. The Hall also provided accommodation for Sandwich students during their stay on campus.

NUMBER OF ROOMS

The Hall has four floors with sixteen (16) rooms on each floor. It has fourteen (14) kitchens containing deep freezers and twenty-eight (28) washrooms. There are one hundred and forty-four (144) beds in the Hall.

STUDENTS' POPULATION

The Valco Trust Graduate Hall had a student population of one hundred and forty-four (144) in the year under review. The occupancy for postgraduate students was ninety-six (96) and forty-eight (48) for undergraduate students on the ground floor of the Hall. There were three (3) students in each of the sixteen (16) rooms on the ground floor, making a total of forty-eight (48). The first, second and third floors were reserved for postgraduate students.



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